

COUNTY COUNCIL OF BEAUFORT COUNTY
ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
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COUNTY ADMINISTRATOR

SARAH W. BROCK
CLERK TO COUNCIL

AGENDA
FINANCE COMMITTEE

Monday, June 3, 2019

2:00 p.m.

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort

Committee Members:

Joseph Passiment, Chairman
Chris Hervochon, Vice Chairman
Gerald Dawson
Mark Lawson
Paul Sommerville

Staff Support:

Suzanne Gregory, Employee Service Director
Alicia Holland, CPA,
Assistant County Administrator, Finance

1. **CALL TO ORDER – 2:00 p.m.**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**
4. **CITIZEN COMMENTS** (*Comments regarding agenda items only*)
5. **PRESENTATION / TCL Culinary Workforce: New River Culinary Training Kitchen – Mary Carns, Executive Director**
6. **DISCUSSION / FY 2020 County Budget** - *Alicia Holland, Assistant County Administrator, Finance (backup)*
7. **DISCUSSION / FY 2020 School District Budget** – *Tanya Crosby, Chief Financial officer, Beaufort County School District (backup)*
8. **DISCUSSION / FY 2020 Contract Renewals** – *Dave Thomas, Purchasing Director (backup)*
9. **DISCUSSION / A resolution adopting FY2019 Comprehensive Annual Financial Report Timeline** - *Alicia Holland, Assistant County Administrator, Finance (backup)*
10. **CONSIDERATION OF REAPPOINTMENTS AND APPOINTMENTS**
 - A. Board of Assessment Appeals / (4) vacancies
11. **ADJOURNMENT**



Beaufort County, South Carolina
Fiscal Year 2020 Summary Budget Increase Requests

	<u>REQUESTED</u>	<u>RECOMMENDED</u>	
Fiscal Year 2019 Beaufort County General Fund Total Appropriation			\$ 126,775,491
County Compensation Plan increase	\$ 3,740,000	\$ 3,070,000	
Cost difference as a result of self-insured initiatives	\$ (1,500,000)	\$ (1,500,000)	
Personnel Increases	\$ 1,093,045	\$ 573,223	
Operations Increases	\$ 1,801,324	\$ 1,240,324	
Beaufort County Sheriff's Office Increase	\$ 1,968,785	\$ 1,968,785	
14th Circuit Solicitor Increase	\$ 642,500	\$ 642,500	
Magistrate Court Increase	\$ 150,919	\$ 150,919	
14th Circuit Public Defender Increase	\$ 50,000	\$ 50,000	
Transfer to Daufuskie Ferry Transportation Fund decrease	\$ (82,075)	\$ (82,075)	
Subsidies Increase	\$ 502,013	\$ 502,013	
Economic Development (separately stated millage rate)	\$ 8,594	\$ 8,594	
Higher Education (separately stated millage rate)	\$ 126,742	\$ 126,742	
Indigent Health Care (separately stated millage rate)	<u>\$ 34,467</u>	<u>\$ 34,467</u>	
Grand Total FY 2020 Budget Increases	<u>\$ 8,536,314</u>	<u>\$ 6,785,492</u>	

Fiscal Year 2020 Beaufort County General Fund Recommended/Proposed Appropriation **\$ 133,560,983**

Capital (one-time) Increase Requests	\$ 1,367,003	\$ 1,288,734	
<i>Recommendation to identify separately stated millage rate to fund capital/one-time requests</i>			

Beaufort County, South Carolina
Fiscal Year 2020 Personnel Budget Increase Requests

	<u>REQUESTED</u>	<u>RECOMMENDED</u>	<u>FTEs</u>
County Council/Clerk to Council	\$ 50,000	\$ 55,575	1.00
This new FTE is for a third administrative position to assist with the workload of the clerk to council office.			
Auditor	\$ 31,466	\$ -	-
The Auditor states this increase is due to utilizing vacancy funds to increase current staff compensation.			
Clerk of Court	\$ 49,600	\$ 49,600	1.00
The Clerk of Court is requesting a new FTE for an office manager.			
Coroner	\$ 44,062	\$ 44,062	1.00
The Coroner is requesting one new FTE for a deputy coroner.			
County Attorney/Legal	\$ 78,726	\$ 78,726	1.00
The County Attorney is requesting one new FTE for an entry level attorney.			
Finance	\$ 200,000	\$ 200,000	3.00
Finance Committee discussed in April 2018 that the Finance Department would add two FTEs for Accounts Receivable/ Revenue purposes. This amount also includes a third FTE for a Grants Accountant due to the volume of grants within Beaufort County.			
Information Technology - Systems Management	\$ 93,000	\$ 93,000	1.00
This includes a new FTE for a network technician due to additional growth/demands.			
Emergency Medical Services	\$ 74,400	\$ 74,400	1.00
New FTE for an administrative and support officer.			
Building Codes	\$ 78,120	\$ 78,120	1.00
New FTE for a commercial plans examiner.			
Codes Enforcement	\$ 32,240	\$ 32,240	0.50
This includes a transition from a PTE to a FTE.			
Animal Services	\$ 39,050	\$ 39,050	2.00
This includes a transition from two FTEs to four FTEs - two Animal Care Techs to four Kennel Techs.			
Public Works Administration and General Support	\$ 236,285	\$ (38,169)	-
Roads and Drainage	\$ (132,252)	\$ (176,781)	-
Solid Waste & Recycling	\$ 174,948	\$ -	-
Veterans Affairs	<u>\$ 43,400</u>	<u>\$ 43,400</u>	<u>1.00</u>
New FTE for an administrative support technician.			
Total Fiscal Year 2020 Personnel Budget Increase Requests	<u>\$ 1,093,045</u>	<u>\$ 573,223</u>	<u>13.50</u>

Note: All County departments, **EXCEPT** the Beaufort County Sheriff's Office, Magistrate Court, Solicitor and Public Defender participate in the County's compensation plan.

All adjustments as a result of the County's compensation plan are being calculated in total, not included in the above data and will be allocated during Fiscal Year 2020 as applicable.

Beaufort County, South Carolina
Fiscal Year 2020 Operating Budget Increase Requests

	<u>REQUESTED</u>	<u>RECOMMENDED</u>
County Council		
Internal Audit process	\$ 75,000	\$ 75,000
Increased stormwater fees for county owned property	\$ 22,405	\$ 22,405
Auditor		
Postage, web page development, value guide books and training/conferences	\$ 10,739	\$ 10,739
Treasurer		
Software annual license fee	\$ 9,000	\$ 9,000
Clerk of Court		
Jurors/Witnesses fees, Stage Front maintenance contract, postage and telephone	\$ 49,391	\$ 49,391
Probate Court		
Computer and scanners	\$ 4,542	\$ 4,542
Coroner		
Medical/Dental services related to autopsies	\$ 20,000	\$ 20,000
County Administrator		
Reduction of contingency from \$215,301 to \$100,000	\$ (115,301)	\$ (115,301)
Finance		
Tyler Munis (financial enterprise software) increased annual cloud based cost	\$ 60,000	\$ 60,000
Risk Management		
Safety training and software for workers' compensation and liability claims	\$ 30,000	\$ 30,000
Purchasing		
Annual costs for Vendor Registry and eProcurement Module (Tyler Munis module)	\$ 15,000	\$ 15,000
Register of Deeds		
Scanning and indexing of old images to merge into online search system	\$ 28,500	\$ 28,500
Community Development		
EnerGov, increased annual software costs	\$ 59,883	\$ 59,883
Comprehensive plan update	\$ 27,000	\$ 27,000
Business License		
EnerGov, increased annual software costs	\$ 7,000	\$ 7,000
Emergency Medical Services		
Medical physican and maintenance contracts	\$ 117,794	\$ 117,794

Beaufort County, South Carolina
Fiscal Year 2020 Operating Budget Increase Requests

	<u>REQUESTED</u>	<u>RECOMMENDED</u>
Building Codes		
EnerGov, increased annual software costs	\$ 40,000	\$ 40,000
Codes Enforcement		
EnerGov, increased annual software costs	\$ 20,000	\$ 20,000
Animal Services		
Increased operating costs for new facility	\$ 129,000	\$ 129,000
Public Works Administration and General Support		
Long term recovery group disaster relief funds	\$ 561,000	\$ -
Grant match: (warning sirens, hazmat mitigation plan and Buckwalter generator)	\$ 102,271	\$ 102,271
Disaster Recovery Staff Training	\$ 10,000	\$ 10,000
Sidewalk and parking lot repairs/striping	\$ 50,000	\$ 50,000
Solid Waste and Recycling		
Increased costs due to growth/demand	\$ 528,100	\$ 528,100
Social Services		
Medicaid workers' contract local match reduction	\$ (60,000)	\$ (60,000)
 Total Fiscal Year 2020 Operating Budget Increase Requests	 <u>\$ 1,801,324</u>	 <u>\$ 1,240,324</u>

Beaufort County, South Carolina
Fiscal Year 2020 Other Budget Increase Requests

	FY 2019 APPROPRIATION	FY 2020 REQUESTED	FY 2020 RECOMMENDED	FY 2020 PROPOSED APPROPRIATION
<u>Beaufort County Elected Officials (not participating in County's compensation plan)</u>				
Beaufort County Sheriff's Office <i>(includes Emergency Management)</i>	\$ 31,410,047	\$ 1,968,785	\$ 1,968,785	\$ 33,378,832
14th Circuit Solicitor	\$ 1,245,000	\$ 642,500	\$ 642,500	\$ 1,887,500
Magistrate Court	\$ 2,063,293	\$ 150,919	\$ 150,919	\$ 2,214,212
14th Circuit Public Defender	\$ 849,809	\$ 50,000	\$ 50,000	\$ 899,809
Total	<u>\$ 35,568,149</u>	<u>\$ 2,812,204</u>	<u>\$ 2,812,204</u>	<u>\$ 38,380,353</u>
<u>Transfers to Other Funds</u>				
Daufuskie Ferry Transportation Fund	<u>\$ 262,075</u>	<u>\$ (82,075)</u>	<u>\$ (82,075)</u>	<u>\$ 180,000</u>
<u>Subsidies</u>				
Economic Development				
Southern Carolina Alliance contract	\$ -	\$ 120,000	\$ 120,000	\$ 120,000
Econ Dev Corp requested increase	\$ 270,000	\$ 105,000	\$ 105,000	\$ 375,000
LRTA/Palmetto Breeze	\$ 228,844	\$ 120,013	\$ 120,013	\$ 348,857
Military Enhancement Committee (MEC)	\$ -	\$ 62,000	\$ 62,000	\$ 62,000
Hilton Head Island Recreation Association	\$ 215,000	\$ 60,000	\$ 60,000	\$ 275,000
Beaufort Soil and Water Conservation District	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
Small Business Development	\$ 25,000	\$ 10,000	\$ 10,000	\$ 35,000
Total Subsidy increases	<u>\$ 738,844</u>	<u>\$ 502,013</u>	<u>\$ 502,013</u>	<u>\$ 1,240,857</u>
<u>Increases funded by separately stated millage rates</u>				
Economic Development	\$ 500,000	\$ 8,594	\$ 8,594	\$ 508,594
Higher Education	\$ 4,509,290	\$ 126,742	\$ 126,742	\$ 4,636,032
Indigent Health Care	\$ 1,550,000	\$ 34,467	\$ 34,467	\$ 1,584,467
Total separately stated millage rate increases	<u>\$ 6,559,290</u>	<u>\$ 169,803</u>	<u>\$ 169,803</u>	<u>\$ 6,729,093</u>

Beaufort County, South Carolina
Fiscal Year 2020 Capital Budget Increase Requests

	<u>REQUESTED</u>	<u>RECOMMENDED</u>
Facilities Maintenance	\$ 350,000	\$ 350,000
Detention Center Generator		
Public Works Administration and General Support	\$ 180,000	\$ 180,000
Dump truck replacement		
Parks and Recreation	\$ 156,600	\$ 156,600
Six new vehicle replacements and aerator for field use		
Coroner	\$ 117,403	\$ 39,134
Three vehicle replacements including equipment for each vehicle		
Building Codes	\$ 98,000	\$ 98,000
Four new truck replacements		
Traffic and Transportation Engineering	\$ 90,000	\$ 90,000
Bucket truck replacement for signal maintenance		
Information Technology - Mapping and Applications	\$ 80,000	\$ 80,000
Software upgrades for GIS webtool, App Extender and MS4 Coastal Hazards		
Engineering	\$ 32,000	\$ 32,000
New vehicle replacement		
Emergency Medical Services	\$ 45,000	\$ 45,000
One Quick Response Vehicle (QRV) replacement		
Treasurer	\$ 43,000	\$ 43,000
Renovation/update of the Hilton Head office; security camera retention/improvements; and software acquisition.		
Voter Registration and Elections	\$ 35,000	\$ 35,000
One new vehicle addition		
Risk Management	\$ 32,000	\$ 32,000
Two vehicle replacements		
Animal Services	\$ 30,000	\$ 30,000
Two vehicle replacements		
Mosquito Control	\$ 28,000	\$ 28,000
New truck and winch replacement		
Broadcast Services	\$ 25,000	\$ 25,000
One vehicle replacement		
Veterans Affairs	<u>\$ 25,000</u>	<u>\$ 25,000</u>
One vehicle addition		
Total Fiscal Year 2020 Capital Budget Increase Requests	<u><u>\$ 1,367,003</u></u>	<u><u>\$ 1,288,734</u></u>

FISCAL YEAR 2020 BEAUFORT COUNTY PROPOSED BUDGET

	FY 2019 Millage Rates (ORD 2018/20 and 2018/24)	Revised FY 2019 Appropriation	Revised Department Detail	Proposed Fiscal Year 2020 Changes	Fiscal Year 2020 Proposed Appropriation	Proposed Fiscal Year 2020 Millage Rates
TOTAL COUNTY GENERAL FUND (OPERATIONS) MILLAGE RATE	48.96					50.04

SECTION 4. COUNTY OPERATIONS APPROPRIATION

I. Elected Officials and State Appropriations:						
A Sheriff	\$ 23,661,223			\$ 1,968,785	\$ 25,630,008	
Emergency Management	\$ 7,748,824			\$ -	\$ 7,748,824	
B Magistrate	\$ 2,063,293			\$ 150,919	\$ 2,214,212	
C Solicitor	\$ 1,245,000			\$ 642,500	\$ 1,887,500	
D Clerk of Court	\$ 1,176,331			\$ 98,991	\$ 1,275,322	
E Treasurer	\$ 1,606,917			\$ 9,000	\$ 1,615,917	
F Auditor	\$ 912,186			\$ 10,739	\$ 922,925	
G Public Defender	\$ 849,809			\$ 50,000	\$ 899,809	
H Probate Court	\$ 811,925			\$ 4,542	\$ 816,467	
I. County Council	\$ 681,397			\$ 152,980	\$ 834,377	
J. Coroner	\$ 554,957			\$ 64,062	\$ 619,019	
K Master-in-Equity	\$ 329,369			\$ -	\$ 329,369	
L. Social Services	\$ 147,349			\$ (60,000)	\$ 87,349	
M Legislative Delegation	\$ 65,760			\$ -	\$ 65,760	
Total Elected Officials and State Appropriations	\$ 41,854,340			\$ 3,092,518	\$ 44,946,858	
II. County Administration Operations:						
A Public Works	\$ 16,964,781					
Director of Public Services		\$ 141,962		\$ -	\$ 141,962	
Public Works General Support and Administration		\$ 1,075,723		\$ 124,102	\$ 1,199,825	
Facilities Management		\$ 3,635,571		\$ -	\$ 3,635,571	
Buildings Maintenance		\$ 1,276,352		\$ -	\$ 1,276,352	
Grounds Maintenance		\$ 1,069,904		\$ -	\$ 1,069,904	
Roads/Drainage		\$ 1,749,668		\$ (176,781)	\$ 1,572,887	
Engineering		\$ 326,246		\$ (32,000)	\$ 294,246	
Solid Waste & Recycling		\$ 7,689,355		\$ 528,100	\$ 8,217,455	
B Administration	\$ 8,694,971					
County Administrator		\$ 775,012		\$ (115,301)	\$ 659,711	
Communications & Accountability		\$ 586,190		\$ -	\$ 586,190	
Broadcast Services		\$ 330,801		\$ -	\$ 330,801	
County Attorney/Legal		\$ 389,774		\$ 78,726	\$ 468,500	
Finance Department		\$ 779,334		\$ 260,000	\$ 1,039,334	
Risk Management		\$ 202,169		\$ 30,000	\$ 232,169	
Purchasing		\$ 190,966		\$ 15,000	\$ 205,966	
Business Licenses		\$ 72,600		\$ 7,000	\$ 79,600	
Information Technology		\$ 3,472,829		\$ 93,000	\$ 3,565,829	
Mapping & Applications		\$ 1,262,081		\$ -	\$ 1,262,081	
Records Management		\$ 633,215		\$ -	\$ 633,215	
C. Emergency Medical Services	\$ 7,292,880			\$ 192,194	\$ 7,485,074	
D Detention Center	\$ 6,233,978			\$ -	\$ 6,233,978	
E. Community Services	\$ 4,808,055					
Veterans Affairs		\$ 174,772		\$ 43,400	\$ 218,172	
Public Welfare Subsidies (Together for Beaufort)		\$ 398,000		\$ -	\$ 398,000	
Disabilities & Special Needs		\$ 3,160,600		\$ -	\$ 3,160,600	
Alcohol & Drug Abuse		\$ 626,605		\$ -	\$ 626,605	
COSY		\$ 186,003		\$ -	\$ 186,003	
Daufuskie Ferry		\$ 262,075		\$ (82,075)	\$ 180,000	
F. Library	\$ 4,275,196			\$ -	\$ 4,275,196	
G Parks and Leisure Services	\$ 4,261,753			\$ -	\$ 4,261,753	
Hilton Head Island Recreation Association	\$ 215,000			\$ 60,000	\$ 275,000	
H Assessor	\$ 2,464,743			\$ -	\$ 2,464,743	
I. Mosquito Control	\$ 1,839,727			\$ -	\$ 1,839,727	
J. Building Codes and Enforcement	\$ 1,222,640					
Building Codes		\$ 908,536		\$ 118,120	\$ 1,026,656	
Codes Enforcement		\$ 314,104		\$ 52,240	\$ 366,344	
K. Public Health	\$ 81,000					
Ronald McDonald House		\$ 81,000		\$ -	\$ 81,000	
Beaufort Jasper Hampton Comprehensive Health Services		\$ -		\$ -	\$ -	
Beaufort Memorial Hospital		\$ -		\$ -	\$ -	
L. Animal Services	\$ 999,235			\$ 168,050	\$ 1,167,285	
M Employee Services	\$ 860,108			\$ -	\$ 860,108	
N Voter Registration	\$ 758,407			\$ -	\$ 758,407	
O Community Development (formerly Planning & Zoning)	\$ 933,645			\$ 86,883	\$ 1,020,528	
P. General Government Subsidies	\$ 723,061					
Economic Development		\$ 270,000		\$ 225,000	\$ 495,000	
LRTA/Palmetto Breeze		\$ 228,844		\$ 120,013	\$ 348,857	
Military Enhancement Committee (MEC)		\$ -		\$ 62,000	\$ 62,000	
Beaufort Soil and Water Conservation District		\$ -		\$ 25,000	\$ 25,000	
LCOG - per capita		\$ 121,675		\$ -	\$ 121,675	
LCOG - HOME Consortium		\$ 56,000		\$ -	\$ 56,000	
LCOG - Metro Planning Org		\$ 21,542		\$ -	\$ 21,542	
Small Business Development		\$ 25,000		\$ 10,000	\$ 35,000	
Q Traffic Engineering	\$ 573,116			\$ 32,000	\$ 605,116	
R Register of Deeds	\$ 557,199			\$ 28,500	\$ 585,699	
S. Zoning	\$ -			\$ -	\$ -	
T. Employer Provided Benefits	\$ 14,602,366			\$ 1,570,000	\$ 16,172,366	
Total County Administration Operations	\$ 78,361,861			\$ 3,523,171	\$ 81,885,032	

FISCAL YEAR 2020 BEAUFORT COUNTY PROPOSED BUDGET

	FY 2019 Millage Rates (ORD 2018/20 and 2018/24)	Revised FY 2019 Appropriation	Revised Department Detail	Proposed Fiscal Year 2020 Changes	<u>Fiscal Year 2020 Proposed Appropriation</u>	Proposed Fiscal Year 2020 Millage Rates
TOTAL COUNTY GENERAL FUND (OPERATIONS) MILLAGE RATE	48.96					50.04
SECTION 5. HIGHER EDUCATION ALLOCATION						
A. The Technical College of the Lowcountry	1.185	\$ 2,254,645		\$ 63,371	\$ 2,318,016	1.185
B. University of South Carolina - Beaufort	1.185	\$ 2,254,645		\$ 63,371	\$ 2,318,016	1.185
Total Higher Education Allocation	2.37	\$ 4,509,290		\$ 126,742	\$ 4,636,032	2.37
Separately Identified Appropriations and Millage Rates (Ordinance 2018/20)						
Economic Development	0.26	\$ 500,000		\$ 8,594	\$ 508,594	0.26
Beaufort Memorial Hospital (Indigent Care)	0.34	\$ 650,000		\$ 15,085	\$ 665,085	0.34
Beaufort Jasper Hampton Comprehensive Health Services (Indigent Care)	0.47	\$ 900,000		\$ 19,382	\$ 919,382	0.47
Total separate identified appropriations & millage rates	1.07	\$ 2,050,000		\$ 43,061	\$ 2,093,061	1.07
Grand Total of Expenditures		\$ 126,775,491		\$ 6,785,492	\$ 133,560,983	
SECTION 6. COUNTY OPERATIONS REVENUES						
A. Ad Valorem Tax Collections		\$ 93,139,780		\$ 6,036,114	\$ 99,175,894	
A.1. Ad Valorem Tax Collections (separately stated millage)		\$ 6,559,290		\$ 169,803	\$ 6,729,093	
B. Charges for Services		\$ 12,287,085		\$ 374,615	\$ 12,661,700	
C. Intergovernmental Revenue Sources		\$ 9,197,645		\$ 51,965	\$ 9,249,610	
D. Licenses and Permits		\$ 2,579,000		\$ 1,476,200	\$ 4,055,200	
E. Interfund Transfers		\$ 1,568,750		\$ -	\$ 1,568,750	
F. Fines and Forfeitures' collections		\$ 750,000		\$ (73,500)	\$ 676,500	
G. Interest on investments		\$ 442,805		\$ -	\$ 442,805	
H. Miscellaneous revenue sources		\$ 251,136		\$ 39,029	\$ 290,165	
Total County Operations Revenues		\$ 126,775,491		\$ 8,074,226	\$ 134,849,717	
<i>Surplus/(Deficit) of Revenues less Expenditures Capital (one-time) requests</i>		\$ -		\$ 1,288,734	\$ 1,288,734	0.66
				\$ (1,288,734)	\$ (1,288,734)	
				\$ -	\$ -	

Beaufort County, South Carolina
Fiscal Year 2020 Operations Millage Rate Increase Limitation

Consumer Price Index (CPI - inflation)	2.44%
Population Growth	<u>1.19%</u>
Maximum allowable percentage increase	3.63%

(data above provided by the South Carolina Revenue and Fiscal Affairs Office)

Fiscal Year 2019 Approved Millage Rates

County Operations	48.96
Higher Education	2.37
Indigent Care - BJHCHS	0.47
Indigent Care - BMH	0.34
Economic Development	<u>0.26</u>
Total County Operations Millage	52.40

	<u>Option A</u>	<u>Option B</u>	<u>Option C</u>	<u>Option D</u>	<u>Option E</u>
Percentage increase	3.63%	3.32%	2.72%	1.82%	0.91%
Additional operations millage rate	1.90	1.74	1.43	0.95	0.48
Fiscal Year 2020 Operations Millage Rate Options	54.30	54.14	53.83	53.35	52.88
Estimated Value of 1 Mill	\$ 1,956,132				
Estimated/Projected Ad Valorem Tax Revenue	\$ 106,217,968	\$ 105,904,986	\$ 105,298,586	\$ 104,359,642	\$ 103,440,260
County Operations	\$ 99,488,875	\$ 99,175,893	\$ 98,569,493	\$ 97,630,549	\$ 96,711,167
Higher Education	\$ 4,636,032	\$ 4,636,032	\$ 4,636,032	\$ 4,636,032	\$ 4,636,032
Indigent Care - BJHCHS	\$ 919,382	\$ 919,382	\$ 919,382	\$ 919,382	\$ 919,382
Indigent Care - BMH	\$ 665,085	\$ 665,085	\$ 665,085	\$ 665,085	\$ 665,085
Economic Development	\$ 508,594	\$ 508,594	\$ 508,594	\$ 508,594	\$ 508,594
Millage rate increase impact on \$100,000 value (4%)	\$ 7.60	\$ 6.96	\$ 5.72	\$ 3.80	\$ 1.92
Millage rate increase impact on \$100,000 value (6%)	\$ 11.40	\$ 10.44	\$ 8.58	\$ 5.70	\$ 2.88

Recommended Fiscal Year 2020 Millage Rates and Estimated Revenue (Option B above)

County Operations	50.04	\$ 97,887,160
County Capital	0.66	\$ 1,288,734
Higher Education	2.37	\$ 4,636,032
Indigent Care - BJHCHS	0.47	\$ 919,382
Indigent Care - BMH	0.34	\$ 665,085
Economic Development	<u>0.26</u>	<u>\$ 508,594</u>
Total County Operations Millage	<u>54.14</u>	<u>\$ 105,904,987</u>

Beaufort County, South Carolina
Fiscal Year 2020 Fire District Proposed Budgets and Millage Rates

5/16/2019

	Operations Millage % increase	Change in Millage Rate	Fiscal Year 2020 Proposed			Fiscal Year 2019 Approved		
			Revenues	Expenditures	Millage Rate	Revenues	Expenditures	Millage Rate
Bluffton Fire District Operations	0.00%	0.00	\$ 16,403,510	\$ 16,349,031	24.10	\$ 15,182,120	\$ 15,086,666	24.10
Bluffton Fire District Debt Service		<u>0.15</u>	\$ 980,000	\$ 980,000	<u>1.60</u>	\$ 850,000	\$ 850,000	<u>1.45</u>
Total Millage Rate		0.15			25.70			25.55
Burton Fire District Operations	2.19%	1.51	\$ 5,653,500	\$ 5,643,491	70.33	\$ 5,578,286	\$ 5,667,981	68.82
Burton Fire District Debt Service		<u>0.00</u>	\$ 385,268	\$ 385,268	<u>5.15</u>	\$ 385,268	\$ 385,268	<u>5.15</u>
Total Millage Rate		1.51			75.48			73.97
Daufuskie Island Fire District Operations	2.89%	1.74	\$ 1,211,241	\$ 1,236,230	62.01	\$ 1,219,630	\$ 1,219,630	60.27
Daufuskie Island Fire District Debt Service		<u>0.00</u>	\$ -	\$ -	<u>-</u>	\$ -	\$ -	<u>-</u>
Total Millage Rate		1.74			62.01			60.27
Lady's Island/St. Helena Is. Fire District Operations	2.09%	0.82	\$ 6,402,913	\$ 6,381,704	40.12	\$ 6,132,594	\$ 6,111,258	39.30
Lady's Island/St. Helena Is. Fire District Debt Service		<u>0.00</u>	\$ 308,338	\$ 308,338	<u>2.00</u>	\$ 311,338	\$ 311,338	<u>2.00</u>
Total Millage Rate		0.82			42.12			41.30
Sheldon Fire District Operations	3.60%	1.34	\$ 1,459,561	\$ 1,463,100	38.52	\$ 1,408,269	\$ 1,408,269	37.18
Sheldon Fire District Debt Service		<u>0.92</u>	\$ 156,762	\$ 156,762	<u>4.13</u>	\$ 139,259	\$ 139,259	<u>3.21</u>
Total Millage Rate		2.26			42.65			40.39

Bluffton Township Fire District
Fiscal Year 2020 Proposed Budget
Amended May 2, 2019 to Account for Implementation of the New Compensation Plan

	FY 2018 Actual	FY2019 Budget	FY2019 Projected	FY2020 Proposed
Operations Millage Rate	24.70	24.10	24.10	24.10
Revenues				
Ad Valorem Taxes	\$ 13,434,695	\$ 14,580,120	\$ 14,580,120	\$ 15,616,800
Fees	\$ 154,398	\$ 75,000	\$ 75,000	\$ 150,000
Grant Revenue SAFER	<u>337,644</u>	<u>527,000</u>	<u>527,000</u>	<u>387,000</u>
Total Revenues	<u>13,926,737</u>	<u>15,182,120</u>	<u>15,182,120</u>	<u>16,153,800</u>
Expenditures				
Salaries Regular (includes OT)	8,254,049	8,618,796	8,995,835	9,797,380
Benefits	3,800,869	4,460,854	4,300,000	4,600,200
Purchased Services	1,264,970	1,778,836	1,650,000	1,569,179
Supplies	<u>134,217</u>	<u>228,180</u>	<u>150,000</u>	<u>141,686</u>
Total Expenditures	<u>13,454,105</u>	<u>15,086,666</u>	<u>15,095,835</u>	<u>16,108,445</u>
Increase (Decrease) in Fund Balance	472,632	95,454	86,285	45,355
Fund Balance, Beginning	<u>\$ 2,663,886</u>	<u>\$ 3,136,518</u>	<u>\$ 3,231,972</u>	<u>\$ 3,318,257</u>
Fund Balance, Ending	<u>\$ 3,136,518</u>	<u>\$ 3,231,972</u>	<u>\$ 3,318,257</u>	<u>\$ 3,363,612</u>
FTEs:				
Administrative	21	22	22	22
Firemen	<u>112</u>	<u>127</u>	<u>127</u>	<u>127</u>
Total	133	149	149	149
Annual Debt Service Required	\$ 569,019	\$ 850,000	\$ 850,000	\$ 980,000
Debt Millage Rate	1.04	1.45	1.45	1.60

Burton Fire District
Fiscal Year 2020 Proposed Budget

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
Operations Millage Rate	64.53	68.82	68.82	70.33
Revenues				
Ad Valorem Taxes	\$ 4,757,456	\$ 5,148,286	\$ 5,148,286	\$ 5,194,996
Municipal Contracts	<u>430,000</u>	<u>430,000</u>	<u>430,000</u>	<u>458,504</u>
Total Revenues	<u>5,187,456</u>	<u>5,578,286</u>	<u>5,578,286</u>	<u>5,653,500</u>
Expenditures				
Salaries	3,075,889	3,068,374	3,068,374	3,120,101
Benefits	1,712,352	1,757,757	1,757,957	1,565,526
Purchased Services	548,650	585,610	585,610	613,360
Supplies/Capital Improvements	<u>200,050</u>	<u>256,000</u>	<u>256,000</u>	<u>344,504</u>
Total Expenditures	<u>5,536,941</u>	<u>5,667,981</u>	<u>5,667,981</u>	<u>5,643,491</u>
Increase (Decrease) in Fund Balance	(349,485)	(89,695)	(89,695)	10,009
Fund Balance, Beginning	<u>\$ 875,770</u>	<u>\$ 484,700</u>	<u>\$ 484,700</u>	<u>\$ 395,005</u>
Fund Balance, Ending	<u><u>\$ 526,285</u></u>	<u><u>\$ 395,005</u></u>	<u><u>\$ 395,005</u></u>	<u><u>\$ 405,014</u></u>
FTEs:				
Administrative	3	3	3	3
Firefighters	<u>55</u>	<u>53</u>	<u>53</u>	<u>53</u>
Total	58	56	56	56
Annual Debt Service Required	\$ 385,268	\$ 385,268	\$ 385,268	\$ 385,268
Debt Millage Rate	5.26	5.15	5.15	5.15

**DAUFUSKIE ISLAND FIRE DISTRICT
Fiscal Year 2020 Proposed Budget**

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
Operations Millage Rate	60.27	60.27	60.27	62.01
Revenues				
Ad Valorem Taxes	\$ 1,180,282	\$ 1,169,630	\$ 1,169,630	\$ 1,211,241
Municipal Contracts	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>1,180,282</u>	<u>1,169,630</u>	<u>1,169,630</u>	<u>1,211,241</u>
Expenditures				
Salaries	1,073,015	1,112,363	1,112,363	1,128,963
Purchased Services	<u>107,267</u>	<u>107,267</u>	<u>107,267</u>	<u>107,267</u>
Total Expenditures	<u>1,180,282</u>	<u>1,219,630</u>	<u>1,219,630</u>	<u>1,236,230</u>
Increase (Decrease) in Fund Balance	-	(50,000)	(50,000)	(24,989)
Fund Balance, Beginning	<u>\$ 374,644</u>	<u>\$ 374,644</u>	<u>\$ 374,644</u>	<u>\$ 324,644</u>
Fund Balance, Ending	<u><u>\$ 374,644</u></u>	<u><u>\$ 324,644</u></u>	<u><u>\$ 324,644</u></u>	<u><u>\$ 299,655</u></u>
FTEs:				
Administrative	1.5	1.5	1.5	1.5
Firefighters	<u>12</u>	<u>12</u>	<u>12</u>	<u>12</u>
Total Paid Staff	14	14	14	14
Volunteers	11	11	8	8
Annual Debt Service Required	\$ -	\$ -	\$ -	\$ -
Debt Millage Rate	-	-	-	-
Total Millage Rate	60.27	60.27	60.27	62.01

This budget reflects the following:

1.67 % longevity for firefighters \$8,228.

Mandated employer contribution rate increase in PORS from 16.84% to 17.84% or \$7,504.

FICA (Social Security) \$510; Medicare \$119; Health Insurance \$239

Total budget increase is 1.36% or \$16,600.

FY' 2020 Est. value of a mil 19,533

**Lady's Island-St. Helena Fire District
Fiscal Year 2020 Proposed Budget**

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
Operations Millage Rate	39.26	39.30	39.30	40.12
Revenues				
Ad Valorem Taxes	\$ 5,714,203	\$ 6,007,594	\$ 6,007,594	\$ 6,202,913
Municipal Contracts	<u>71,032</u>	<u>125,000</u>	<u>125,000</u>	<u>200,000</u>
Total Revenues	<u>5,785,235</u>	<u>6,132,594</u>	<u>6,132,594</u>	<u>6,402,913</u>
Expenditures				
Salaries	3,523,904	3,697,849	3,697,849	3,771,805
Benefits	1,718,723	1,851,309	1,851,309	1,946,399
Purchased Services	445,164	511,800	511,800	588,500
Capital	<u>-</u>	<u>50,300</u>	<u>50,300</u>	<u>75,000</u>
Total Expenditures	<u>5,687,791</u>	<u>6,111,258</u>	<u>6,111,258</u>	<u>6,381,704</u>
Increase (Decrease) in Fund Balance	97,444	21,336	21,336	21,209
Fund Balance, Beginning	<u>\$ 1,077,288</u>	<u>\$ 1,174,732</u>	<u>\$ 1,174,732</u>	<u>\$ 1,196,068</u>
Fund Balance, Ending	<u><u>\$ 1,174,732</u></u>	<u><u>\$ 1,196,068</u></u>	<u><u>\$ 1,196,068</u></u>	<u><u>\$ 1,217,277</u></u>
FTEs:				
Administrative	1	1	1	1
Firefighter	<u>67</u>	<u>67</u>	<u>67</u>	<u>67</u>
Total	68	68	68	68
Annual Debt Service Required	\$ 314,249	\$ 311,338	\$ 311,338	\$ 308,338
Debt Millage Rate	2.11	2.00	2.00	2.00
Total Millage Rate	41.37	41.3	41.3	42.12

**Sheldon Township Fire District
Fiscal Year 2020 Proposed Budget
Budget 2019/2020**

	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Proposed
Operations Millage Rate	38.32	37.18	37.18	38.52
Revenues				
Ad Valorem Taxes	\$ 1,333,803	\$ 1,353,835	\$ 1,353,835	\$ 1,459,561
Other Income	5,505	-	-	-
Total Revenues	<u>1,339,308</u>	<u>1,353,835</u>	<u>1,353,835</u>	<u>1,459,561</u>
Expenditures				
Salaries	759,024	872,151	810,990	874,949
Benefits	292,758	318,137	311,350	369,951
Purchased Services	207,355	214,381	301,209	214,600
Supplies	2,432	3,600	3,250	3,600
Total Expenditures	<u>1,261,569</u>	<u>1,408,269</u>	<u>1,426,799</u>	<u>1,463,100</u>
Increase (Decrease) in Fund Balance	77,739	(54,434)	(72,964)	(3,539)
Fund Balance, Beginning	<u>\$ 551,281</u>	<u>\$ 629,020</u>	<u>\$ 629,020</u>	<u>\$ 556,056</u>
Fund Balance, Ending	<u><u>\$ 629,020</u></u>	<u><u>\$ 574,586</u></u>	<u><u>\$ 556,056</u></u>	<u><u>\$ 552,517</u></u>
FTEs:				
Administrative	3	3	3	3
Firemen	14	14	14	15
Total	<u>17</u>	<u>17</u>	<u>17</u>	<u>18</u>
Annual Debt Service Required	\$ 139,259	\$ 139,259	\$ 72,047	\$ 156,762
Debt Millage Rate	3.21	3.21	3.21	4.13

Education Funding Model

Status Report – May 9, 2019

Presented to

The Honorable Henry McMaster, Governor

The Honorable Harvey Peeler, President of the Senate

The Honorable Jay Lucas, Speaker of the House of Representatives



Acknowledgements

While this document was developed and is being presented by the Revenue and Fiscal Affairs Office (RFA), it contains and reflects the efforts and contributions of many other individuals who are involved with public education, its policies, and funding on a daily basis. RFA staff spent many hours researching and analyzing the data and preparing this report, but this analysis would not have been possible without the support and assistance of those individuals who provided data and expert insight. Their efforts and cooperation are very much appreciated. Of all the individuals who contributed to this report, a special note of appreciation is extended to Ms. Nancy Williams, Chief Finance Officer, at the South Carolina Department of Education.

This report and accompanying material may be found at <http://rfa.sc.gov/econ/educ/model>

Any and all comments from interested parties are welcomed and may be emailed to EdFund@rfa.sc.gov. While this report attempts to identify data and policy issues for follow-up, any comments to improve or guide this analysis are especially welcomed. Please note that all correspondence is considered public information.

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Executive Summary

Introduction

This report describes the approach, presents known data, and outlines the next steps to enable Revenue and Fiscal Affairs (RFA) to complete the education funding model and accompanying goals. The premise of this model is that *students drive the need for services*, and different students may require different services. This model attempts to 1) identify those services and 2) estimate the cost of providing those services.

The key factors affecting this model are:

- number of students
- number of teachers and student-teacher ratios
- teacher salaries

This approach differs from the current practice of budgeting, which is based on formulas, accounting codes, and specific programs. As currently structured, the Base Student Cost only covers a portion of the total cost of education, and this model attempts to quantify the full cost in a single number.

Equity

The report highlights the importance of equity and how state appropriations and the vast differences in taxable property value among the local school districts impact each district's ability to fund education services.

Expenditure Baseline

A baseline for this model was developed using actual expenditures for FY 2016-17 reported by the 81 local school districts to the State Department of Education. The model attempts to define a basic educational program common to each local public school district (Basic Program). Expenditures for this Basic Program were calculated by excluding accounting transfers, debt service, federal funding, non-statewide programs, and local salary programs from the districts' total expenditures. Spending in FY 2016-17 for the Basic Program was determined to be \$6,226.7 million or \$8,650 per student (funded by state and local dollars).

This model further sub-divides expenditures into three primary categories:

- Instruction – averaging \$6,060 per pupil
- Facilities and Transportation – averaging \$1,531 per pupil
- District Services – averaging \$692 per pupil

Others services, averaging \$367 per pupil, make up the remaining expenditures. This category includes pupil service activities such as athletics that are outside the model.

Charts showing how each district compares to the statewide average expenditures for the Basic Program are included in the report.

Model – Budgeting Methodology

The budget model attempts to explain and define the costs for the three primary expenditure categories in the Basic Program by estimating the cost for various sub-categories within each group. For example, Instruction is divided into Instruction, Instructional Support, Health and Social Services, Vocational and Career, Technology, and School Administration. The cost of instruction in the model is based on the cost of a teacher and the number of teachers required to serve students. Data are presented to show the number of teachers and the various student-teacher ratios by district. Notably, student-teacher ratios are not “class-size,” and more data are needed to examine this difference.

As data are verified, the model will show the amount of state and local funding that is supporting the expenditures for the Basic Program and how changes to the current system may affect those figures.

Teacher Salaries

Identifying or targeting a competitive salary for teachers requires more discussion as the analysis involves a number of variables. This report identifies and presents data on these variables, which include the market demand for a particular job, government vs private sector, and number of days worked.

The report further examines differences in teacher salaries based upon the state minimum teacher salary scale by education level to various other annual salaries.

Policy Decisions and Data

The two major tasks stemming from this report involve data and policy decisions.

- The report provides a significant amount of analysis, but further work is needed to verify the underlying data and identify and collect additional or missing data.
- The report also identifies a number of policy decisions that would impact the model and cost estimates. *Feedback from stakeholders is critical on these key issues so the model can incorporate these assumptions or goals.* This feedback is also expected to set priorities for funding.

Special Note

This report presents an extensive amount of data and attempts to organize it in a manner so key cost drivers and differences in spending can be better understood.

Status of Education Funding Model- May 9, 2019

Approach

- The basic theme for this model is that *students drive the need for services and resources*. Some students require only basic services, while others require additional or enhanced services and resources. For the purposes of this report, these resources can be categorized into three main areas:

Instruction - Cost for direct and indirect instruction and resources in the classroom setting

Facilities and Transportation - Cost for the school site to house, transport, feed, and secure students

District Services - Cost for district-wide services to support the schools in a district

- This model attempts to identify, categorize, and estimate the cost of these various levels of services and resources that are being provided currently, which are later described in this report as the Basic Program.
- The report presents additional data regarding the funding resources at the state and local level and how allocations affect equity.

Status of Model

- Created a baseline or reference point using actual expenditures and revenues for FY 2016-17 and grouped expenditures into major categories.
- Created a model to identify and estimate the resources that aligned to the expenditures.
- Experienced data issues and need more time to find appropriate data, resolve differences in classification, and verify reporting.
- Identified key policy issues that would affect the model and need feedback from stakeholders.

Next Steps

- Review initial report with key stakeholders.
- Obtain, verify, and finalize data.
- Receive feedback on key policy issues affecting model.
- Provide update on September 12, 2019.

Purpose

- Develop a new model to guide state appropriations and local expenditures for education

Currently, state appropriations for education are identified by separate accounting lines, and the budget process for those items does not adequately explain the underlying factors driving the total cost of education services and the variance among the local school districts. Also, funding for similar programs is spread over different line items, and these accounting items do not provide a comprehensive measure of resources disbursed or expended.

In this proposed model, the general approach is to identify and quantify the demand for services that students need and estimate the cost for providing those services. As part of this effort, a baseline on these services and costs is established based on actual FY 2016-17 appropriations and expenditures. A substantial amount of time and effort has been devoted to gathering and organizing the relevant data in order to categorize and measure those services and estimate costs at the state and district level, and more work will be required to review this data and consider adjustments to the model. At this stage of the process, however, the primary goal of this report is to present a framework to all stakeholders and allow time for interested parties to understand the approach and review the data, assumptions, and the basic foundation for estimating costs.

Furthermore, the continued development of this model is dependent upon significant policy decisions, which are best addressed by the key stakeholders.

- Improve efficiency, transparency, accountability, and affordability

At each possible point in designing the methods for estimating, budgeting, disbursing, and reporting, efforts have been made to include information to help improve the efficiency, transparency, accountability, and affordability of a new model. These factors are outlined later in this report, but are largely dependent upon input from stakeholders.

Key Factors in Developing Model

The request for this report outlined three key factors to consider in developing a model for education funding: equity, 21st century economy & education, and flexibility & accountability.

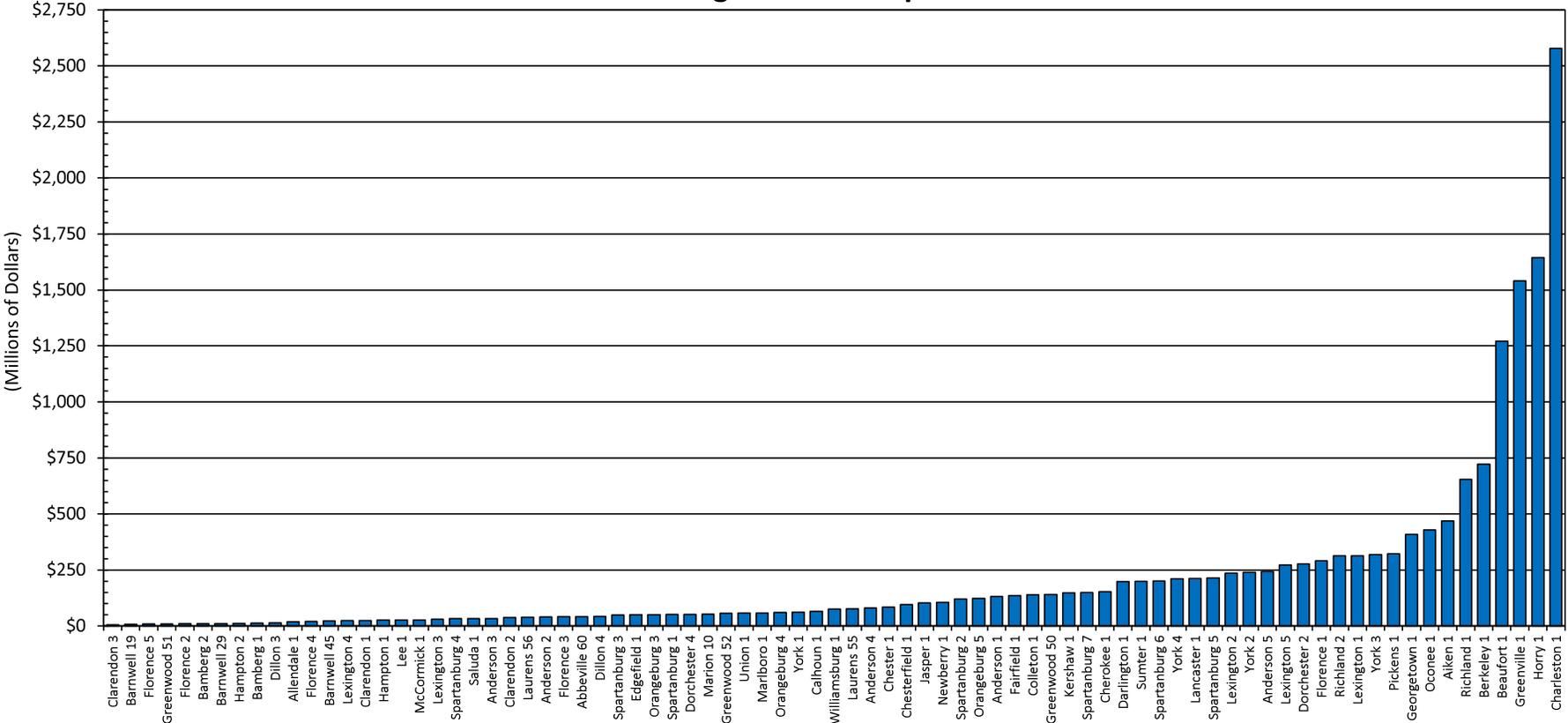
Equity

- “ensure more equitable distribution”

Equity in funding and the impact upon students and taxpayers is an important consideration in this model. School funding is predominately based on state appropriations and local tax base. While differences in state appropriations may be more noticeable, the disparities among the local property tax base are less obvious but more significant. Several charts are included to help identify the degree of disparity in the local property tax base which show:

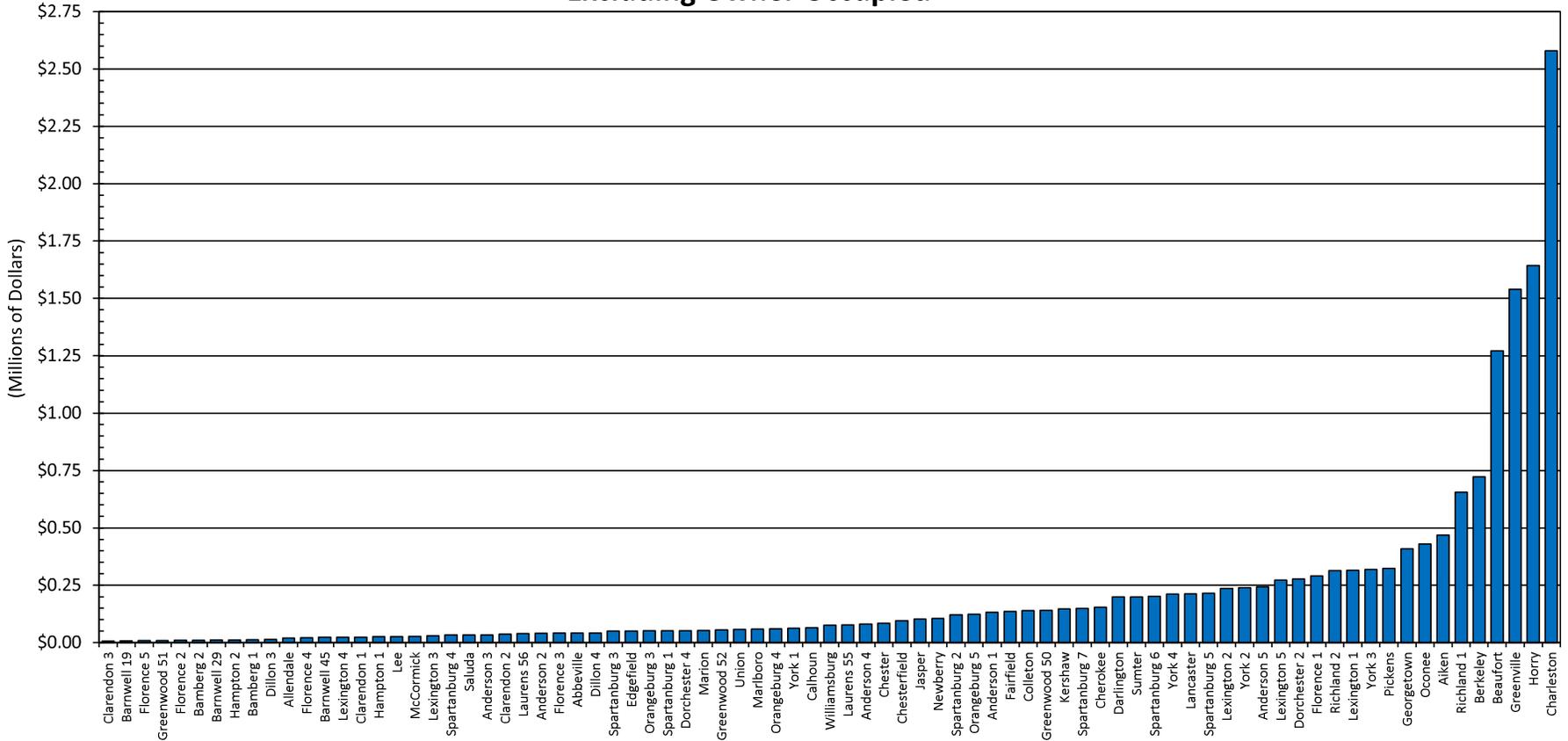
- The range in total assessed property value from the school districts with the lowest tax to the highest is over 1,300 percent.
- The value of one mil ranges from \$18,000 to \$2,600,000 between the lowest and highest values.
- Since 1974, 16 percent of the total tax base has shifted from the lowest 75 percent of districts to the highest 25 percent of districts. The wealthiest twenty local districts account for 76 percent of the total tax base statewide.

TOTAL ASSESSED VALUE BY SCHOOL DISTRICT- TAX YEAR 2017 Excluding Owner Occupied



Note: Includes fee-in-lieu property
 Data Source: S.C. Department of Revenue Index of Taxpaying Ability RFA/245

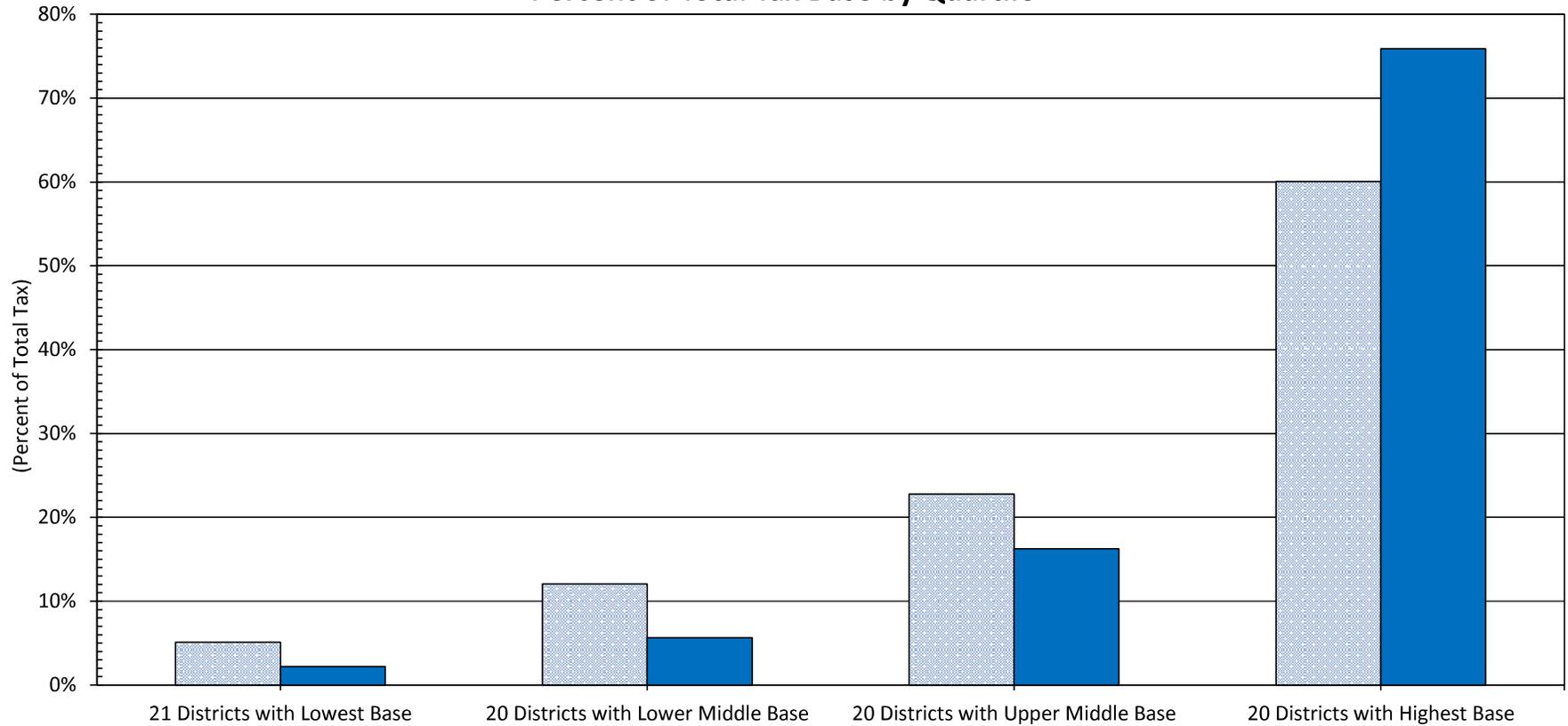
ESTIMATED VALUE OF A MILL BY SCHOOL DISTRICT - TAX YEAR 2017 Excluding Owner Occupied



Note: Includes fee-in-lieu property

Data Source: S.C. Department of Revenue Index of Taxpaying Ability RFA/229B

SHIFT IN PROPERTY TAX BASE BY SCHOOL DISTRICT RANKS BETWEEN 1974 AND 2017 Percent of Total Tax Base by Quartile



Note: All property including owner occupied and fee-in-lieu
Data Source: S.C. Department of Revenue Index of Taxpaying Ability RFA/246

■ TY 1974 ■ TY 2017

Key Factors in Developing Model (Continued)

21st Century Economy & Education

- “meet the requirements of a 21st century economy and 21st century education”

This model attempts to incorporate key factors driving local education expenditures in the budgeting process so the impacts on local expenditures and accountability can be identified and measured more easily.

Key Policy Issue – What standards or programs should be included or amended to align model with goals for providing a 21st century education?

Flexibility & Accountability

- “offer more spending flexibility”

The model incorporates formulas for estimating the costs for specific services that can be grouped and/or appropriated by larger categories, but input is needed from all stakeholders regarding the degree of flexibility and the specific items affecting flexibility that need to be addressed. This model anticipates that as more items are grouped into larger categories for basic services, more flexibility will be offered. But at the same time, as additional resources are provided for additional services, less flexibility might be needed.

Key Policy Issue – What specific state laws or regulations should be considered in determining district flexibility?

Limitations and Items Not Addressed in This Report

- Due to the data and time limitation, this report focuses on K-12 education resources for the 81 regular local school districts and excludes the S.C. Public Charter School District and Special School Districts.
 - Long-term funding implications of student growth in the S.C. Public Charter School District may be considered in subsequent analyses. (See Appendix for a chart on the history of student growth.)
- This report also focuses on the larger expenditure categories common throughout the 81 regular districts and excludes other education and district programs such as 4-year-old kindergarten and adult education.

List of Abbreviations and Terms

ADM – Average Daily Membership (student count)

CPI – Consumer Price Index

EFA – Education Finance Act

EIA – Education Improvement Act

FY – Fiscal Year

In\$ite- S.C. Department of Education expenditure categories

Per Pupil – expenditures divided by regular district ADMs

SDE – S.C. Department of Education

TY – Tax Year

WPU – Weighted Pupil Unit (students weighted by EFA category)

List of Items Specifically Requested by Topic

I. Current Status

Item (a) - A review of current state, federal, and local appropriations, revenues, and expenditures for the operation of public schools in the state and other documents that support the options or recommendations in its [RFA's] report

II. Budgeting Issues

Item (b) - Options or recommendations for simplifying and streamlining state appropriations for public education

Item (c) - Recommendations for consolidating existing current line item appropriations into fewer line items by major education programs

Item (d) - Options for improving the alignment of appropriations and revenues with local school district expenditures by major education programs

III. Accountability

Item (e) - Options for standards or measures of fiscal accountability for funding categories as recommended by the South Carolina Department of Education and options for standards or measures of student performance accountability as recommended by the South Carolina Education Oversight Committee

Item (f) - Examples of reports that improve simplicity and transparency in reviewing and monitoring state and local funding and revenues, local school district expenditures, and accountability measures at the state and local level

IV. Competitive Workforce

Item (h) - A recommendation to create and maintain a competitive work force of teachers by examining the teacher salary structure and providing options to increase the minimum teacher salary to \$35,000 or more

V. Consolidation

Item (i) - Options or incentives for encouraging consolidation or shared services among local districts

VI. Long-term Focus

Item (g) - Methods to simplify estimating or projecting future education funding needs

Item (j) - Options to phase-in a higher percentage of state funding than is outlined in the Education Finance Act

Item (k) - Recommendations to phase in any funding changes over time and to estimate the cost to hold harmless local school districts during a transition to a new funding model

Section I - Current Status of Education Funding

I. Current Status of Education Funding

Item (a) - review of current state, federal, and local appropriations, revenues, and expenditures for the operation of public schools in the state and other documents that support the options or recommendations in its [RFA's] report.

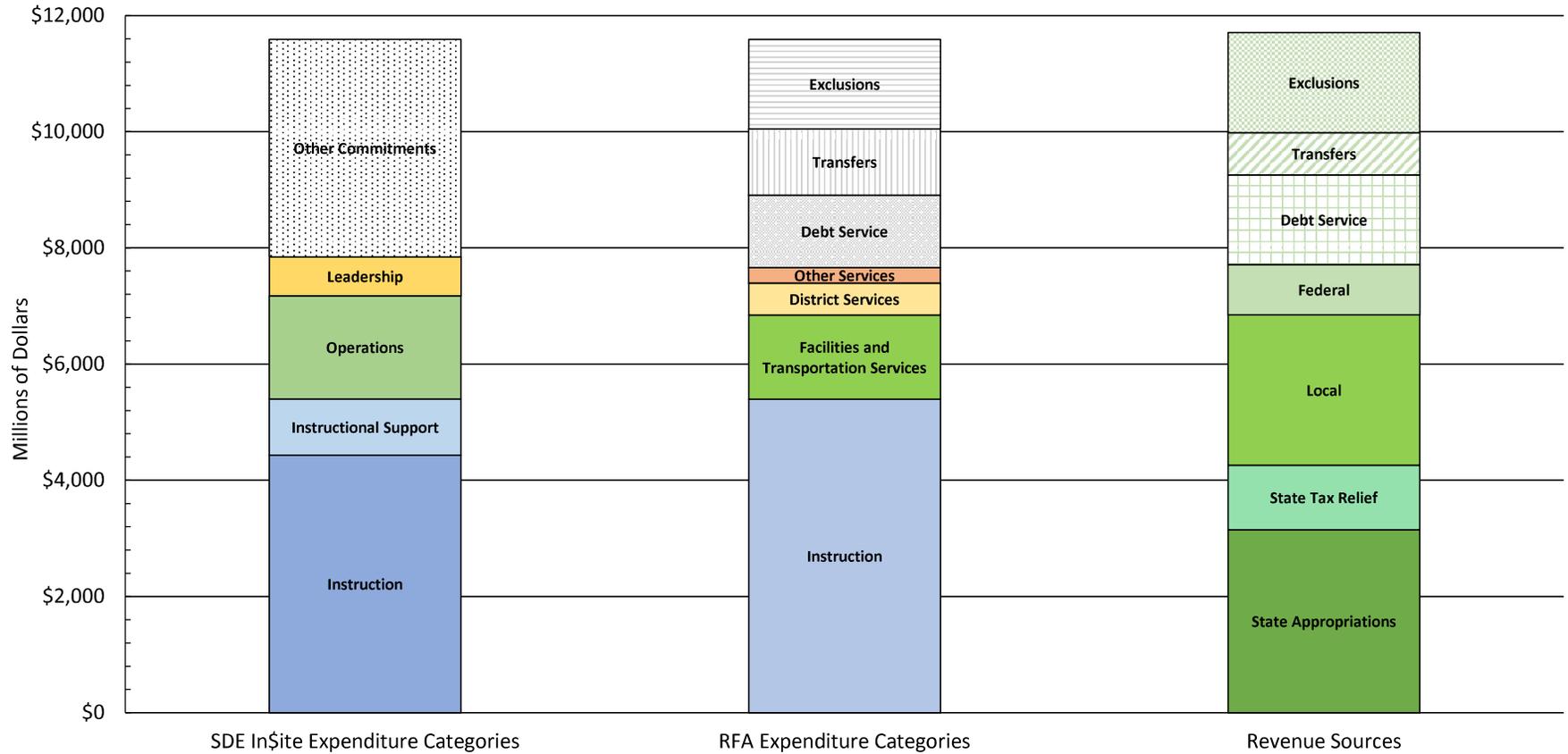
Status of Model

- The model uses the audited school district data reported to the S.C. Department of Education on the Statement of Revenues and Expenditures for FY 2016-17 to determine a baseline of school district expenditures and revenue sources.
- In FY 2016-17, total expenditures by the 81 regular school districts equaled \$11,589.3 million and averaged \$16,099 per student.
- Adjustments were made to total expenditures in an attempt to define common expenditures for the model and identify a common or Basic Program.
 - a. The first step was to subtract inter-fund transfers, exclusions (non-statewide programs such as adult education and pre-kindergarten), and debt service from total expenditures. These changes resulted in adjusted total expenditures of \$7,658.6 million and an average of \$10,639 per pupil.

Total Expenditures - Transfers - Exclusions - Debt Service = Adjusted Total Expenditures

- FY 2016-17 detailed expenditures, revenues, and the proposed categories can be found at <http://rfa.sc.gov/econ/educ/model>

TOTAL EXPENDITURES AND REVENUE SOURCES, FY 2016-17 Before Adjustments



Data Source: S.C. Dept. of Education; calculations by S.C. Revenue and Fiscal Affairs Office RFA/247

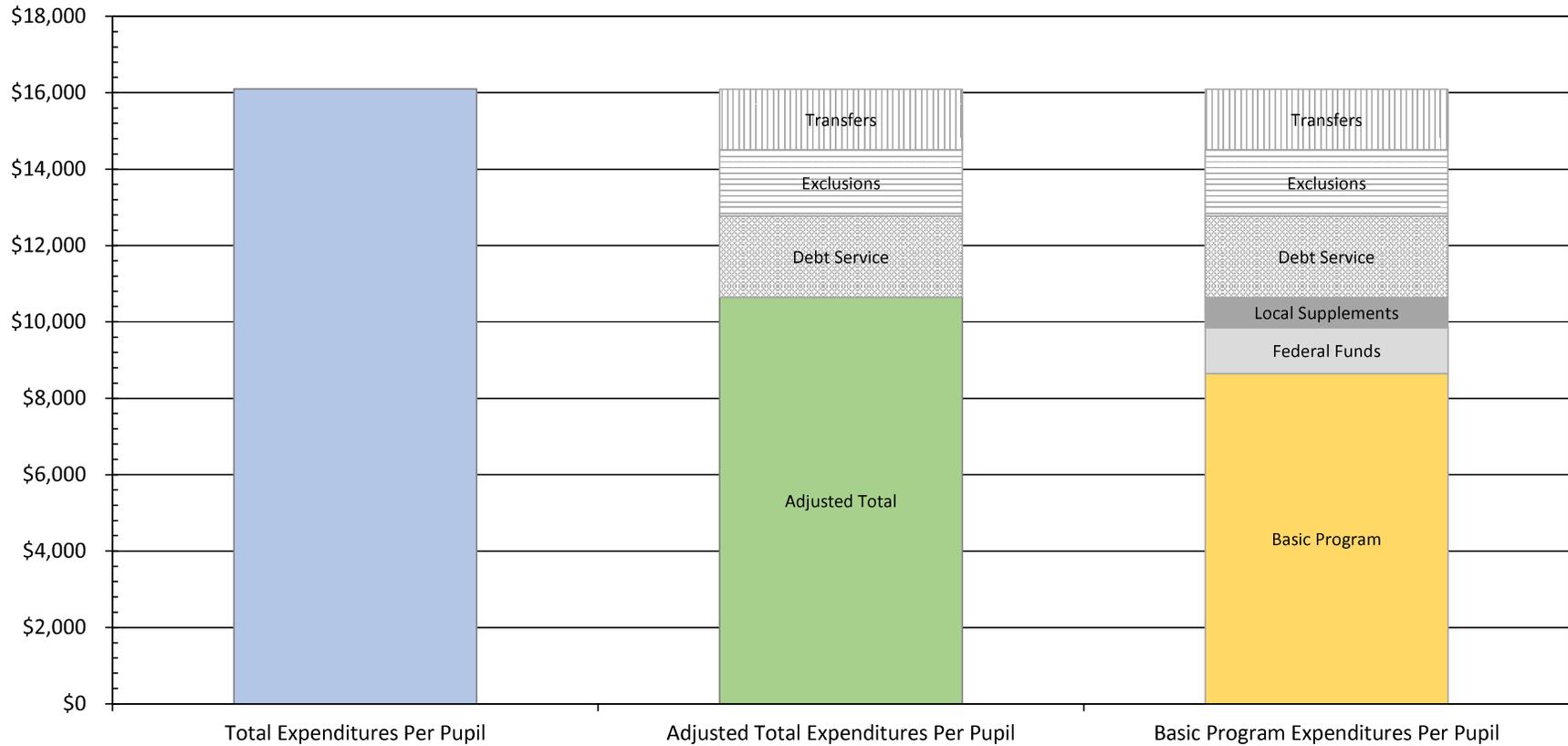
Total Expenditures and Revenues – RFA Expenditure Categories

- The analysis then removes federal funds and local initiatives (primarily teacher salary supplements) to determine expenditures for the basic education program across all districts. Basic Program expenditures are calculated at \$6,226.7 million, an average of \$8,650 per student or 81.3 percent of the adjusted total expenditures, and serve as the basis for developing the model. Other services, primarily pupil service activities such as athletics, are excluded from the model.

Adjusted Total Expenditures – Federal Funding – Local Salary Supplement Programs = **Basic Program**

	Total Expenditures - 81 Regular Districts	Total Expenditures - Per Pupil	Federal Funding	Local Salary Programs	Basic Program Expenditures	Basic Program Per Pupil
Total	\$11,589,286,021	\$16,099	\$882,127,621	\$1,070,715,840	\$9,636,442,560	\$13,386
Transfers	\$1,138,302,667	\$1,581	\$0	\$0	\$0	
Exclusions From Model	\$1,251,858,348	\$1,739	\$13,949,748	\$123,790,860	\$1,114,117,740	
Debt Service	\$1,540,521,504	\$2,140	\$0	\$0	\$1,540,521,504	
Adjusted Total	\$7,658,603,502	\$10,639	\$868,177,873	\$563,695,492	\$6,226,730,137	\$8,650
TOTAL - Instruction	\$5,395,307,651	\$7,495	\$547,798,189	\$484,750,946	\$4,362,758,516	\$6,060
TOTAL - Facilities and Transportation	\$1,446,102,007	\$2,009	\$320,379,684	\$23,609,205	\$1,102,113,118	\$1,531
TOTAL - District Services	\$553,353,408	\$769	\$0	\$55,335,341	\$498,018,067	\$692
TOTAL - Other Services	\$263,840,436	\$367	\$0		\$263,840,436	\$367
ADJUSTED TOTAL	\$7,658,603,502	\$10,639	\$868,177,873	\$563,695,492	\$6,226,730,137	\$8,650

FY 2016-17 EXPENDITURES PER PUPIL Total, Adjusted Total, and Basic Program



Data Source: S.C. Dept. of Education; calculations by S.C. Revenue and Fiscal Affairs Office RFA/248

Instruction Expenditures Categories

- The largest education expenditure category used in this report is Instruction, which totaled \$4,362.8 million and averaged \$6,060 per student for the basic program.

	Total Expenditures - 81 Regular Districts	Total Expenditures Per Pupil	Basic Program	Basic Program Per Pupil	Examples of Services
TOTAL - Instruction	\$5,395,307,651	\$7,495	\$4,362,758,516	\$6,060	
<i>Instruction</i>	\$4,066,421,387	\$5,649	\$3,200,481,843	\$4,446	<i>Classroom</i>
<i>Instructional Support</i>	\$369,022,722	\$513	\$298,399,485	\$415	<i>Guidance, Library, etc.</i>
<i>Vocational</i>	\$168,180,479	\$234	\$151,362,431	\$210	<i>Career Education</i>
<i>Health and Social Workers</i>	\$139,723,511	\$194	\$125,751,160	\$175	<i>School Nurses</i>
<i>IT (estimated at 85% of total IT)</i>	\$159,543,550	\$222	\$143,589,195	\$199	<i>Classroom Technology</i>
<i>School Administration</i>	\$492,416,002	\$684	\$443,174,402	\$616	<i>Principals and school staff</i>

What student services do expenditures for instruction support?

The model attempts to determine how students drive the cost for instructional expenditures.

- How many teachers, guidance counselors, school nurses, principals, and other staff are needed to support the students?*
- What is the demand for career and technology education resources?*
- What are the classroom technology costs?*

Teachers and Instructional Staff – Regular 81 School Districts

Positions in South Carolina Average Teacher Salary:	48,414
Positions Eligible for Teacher Supply Funds:	52,593
Positions Eligible for EIA Salary Supplement:	54,594

Categorization of Certified Professionals as used in this report:

Includes all Instructional Staff eligible for Teacher Supply Funds or EIA Salary Supplement

Classroom	45,032	Enhanced Instruction	4,032	Other Instruction	4,355
Kindergarten (05)*#	2,431	Special Education – Resource (07)*#	2,727	Guidance Counselors (11) #	2,072
Classroom (08)* #	39,841	Special Education – Itinerant (03) *#	118	Career Specialists (23) #	293
Retired Teachers (09) #	367	Speech Therapist (17)*#	903	Library / Media Specialists (10) #	1,080
Special Education - Self-Contained (06)*#	2,393	Occupational / Physical Therapists (37)	273	Psychologists (85)	542
		Orientation/Mobility Instructor (38)	2	ROTC Instructors (18) #	367
		Audiologists (39)	8		
				Health and Social	1,469
				School Nurse (36)	1,288
				Social Workers (40)	181

(Details may not add to totals due to rounding of FTEs)

Notes – All positions are included in state minimum salary scale. Prekindergarten (Child Development) (04)# teachers are not included in this section of the report. Figures reflect only staff in the regular 81 school districts. Career Specialists (23) are excluded from EIA salary supplement group.*

**-- Included in calculation of Average Teacher Salary*

#-- Eligible for Teacher Supply Funds

Facilities and Transportation Expenditures Categories

- The second largest education expenditure category is Facilities and Transportation, which totaled \$1,102.1 million and averaged \$1,531 per student.

	Total Expenditures - 81 Regular Districts	Total Expenditures Per Pupil	Basic Program	Basic Program Per Pupil
TOTAL - Facilities and Transportation	\$1,446,102,007	\$2,009	\$1,102,113,118	\$1,531
<i>Food Services</i>	\$410,138,088	\$570	\$91,939,069	\$128
<i>School Facilities</i>	\$747,970,507	\$1,039	\$745,789,842	\$1,036
<i>Security and Safety</i>	\$51,901,359	\$72	\$51,901,359	\$72
<i>Technology Infrastructure</i>	\$0	\$0	\$0	\$0
<i>Transportation</i>	\$236,092,053	\$328	\$212,482,848	\$295

What student services do expenditures for facilities and transportation support?

Further data and input are needed to better classify the current expenditures and determine appropriate cost drivers.

- How do facilities expenditures for maintenance versus electricity differ across districts?*
- What is currently being spent for technology infrastructure? Current coding of expenditures does not separate these expenses.*
- What services are needed to provide security?*

District Services Expenditures Categories

- The third category presented is District Services, which totaled \$498.0 million and averaged \$692 per student.

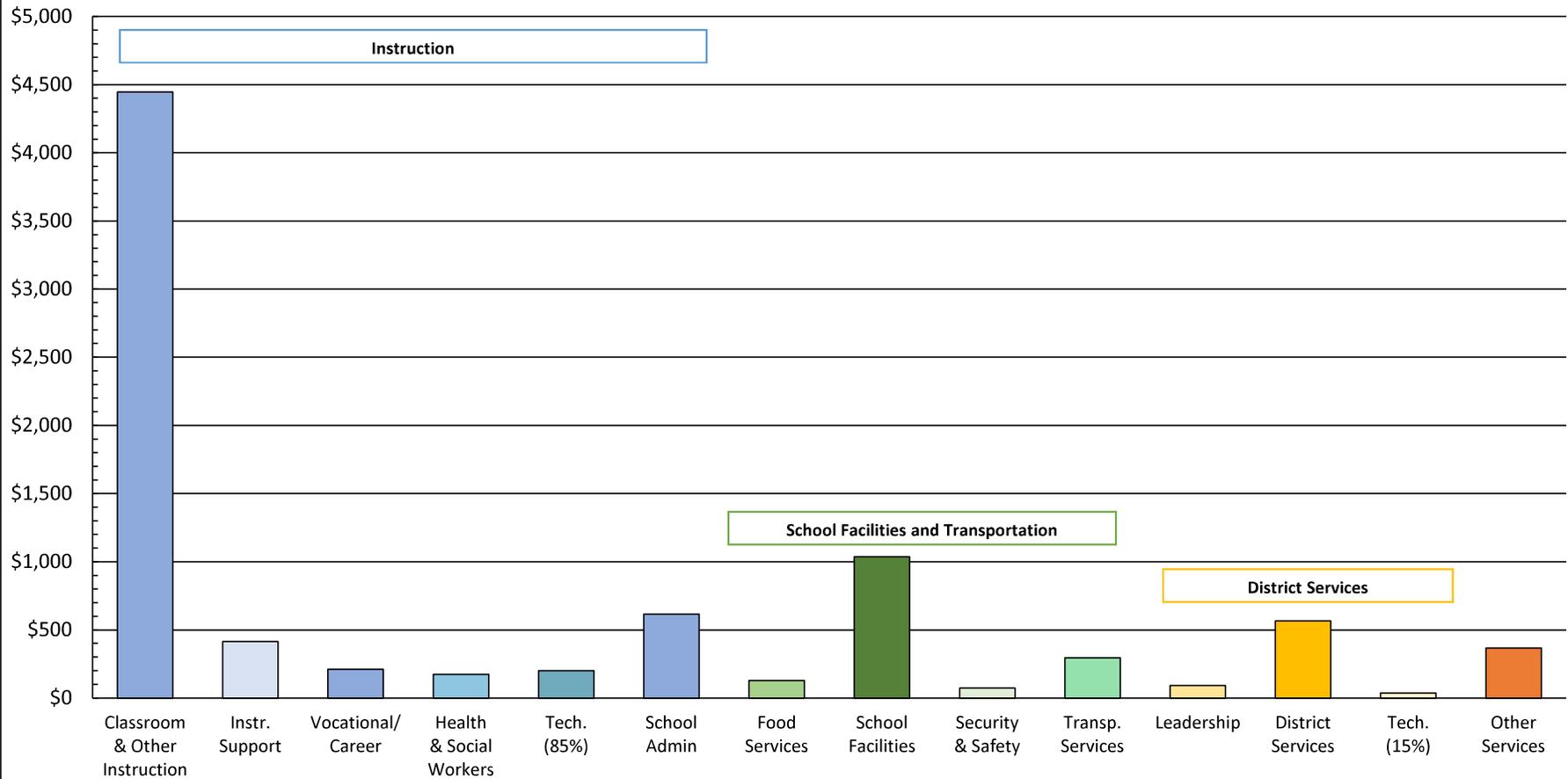
	Total Expenditures - 81 Regular Districts	Total Expenditures Per Pupil	Basic Program	Basic Program Per Pupil
TOTAL - District Services	\$553,353,408	\$769	\$498,018,067	\$692
<i>Leadership</i>	\$72,720,853	\$101	\$65,448,768	\$91
<i>District Services</i>	\$452,477,811	\$629	\$407,230,030	\$566
<i>IT (estimated at 15% of total IT)</i>	\$28,154,744	\$39	\$25,339,270	\$35

What student services do expenditures for district services support?

Further data and input are need to better classify the current expenditures and determine appropriate cost drivers.

- Are differences in coding affecting comparisons of district expenditures?*

BASIC PROGRAM EXPENDITURES PER PUPIL BY RFA CATEGORIES, FY 2016-17

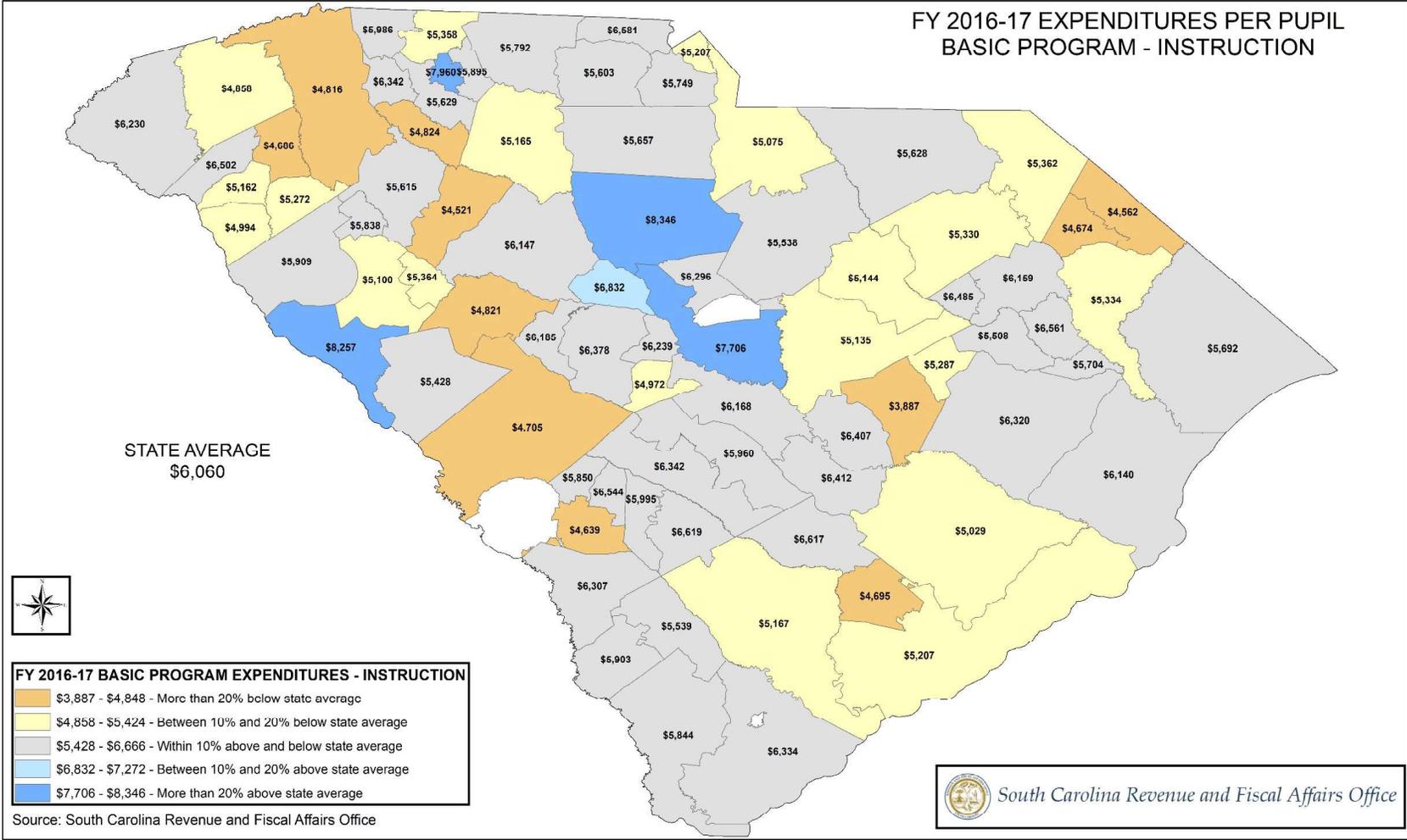


Data Source: S.C. Dept. of Education; calculations by S.C. Revenue and Fiscal Affairs Office RFA/248

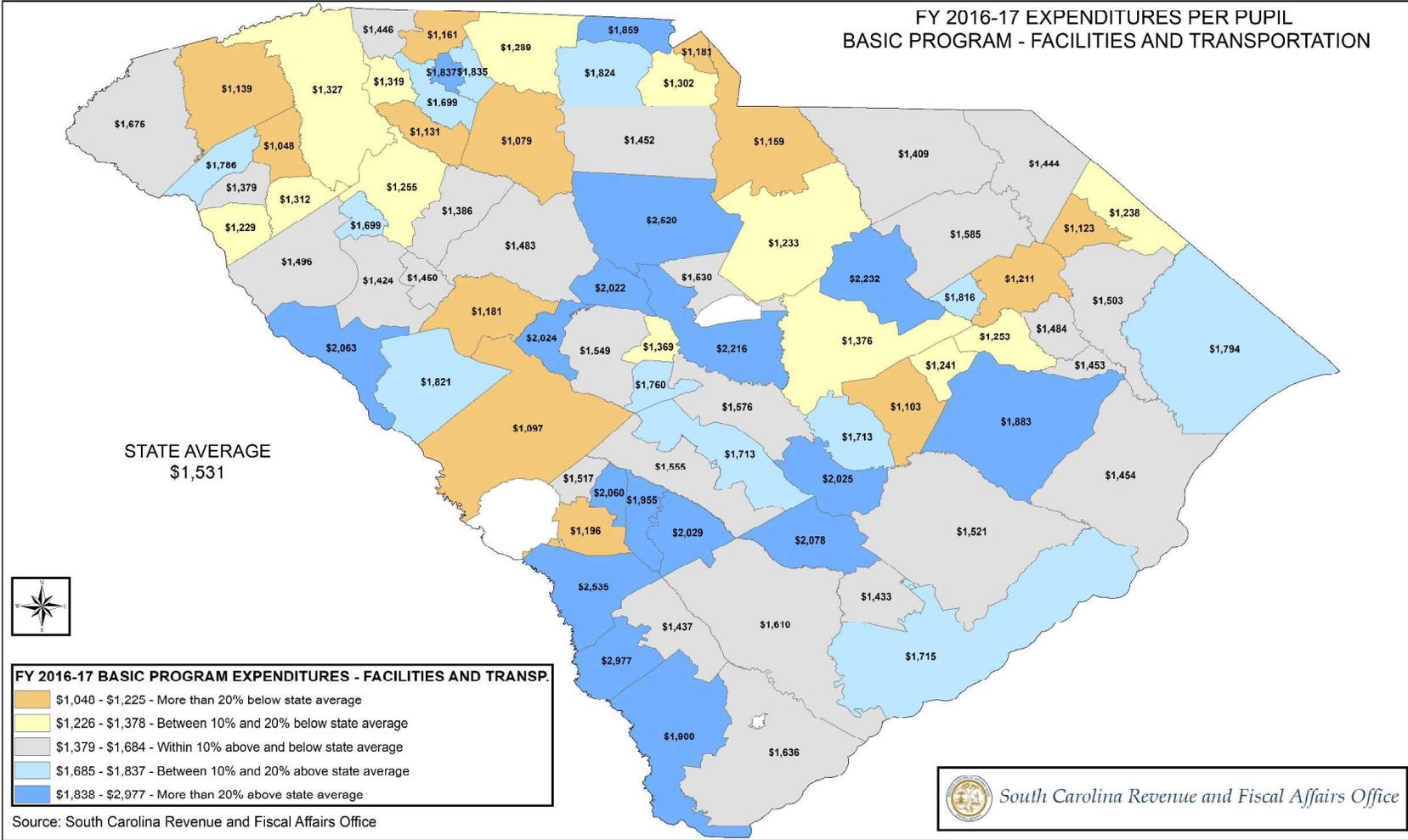
FY 2016-17 Expenditures by District for the Basic Program

- The following maps present the differences in district expenditures per pupil for the Basic Program in Instruction, Facilities and Transportation, and District Services categories based on the data as reported.
- Expenditures vary widely by district both in total and per pupil, even when federal funding and local salary supplements are excluded to determine the basic program.
- Differences in coding of expenditures may contribute to these differences and will require further assistance to ensure accurate comparisons.
- FY 2016-17 detailed expenditures and revenues by the proposed categories for each district can be found at: <http://rfa.sc.gov/econ/educ/model>

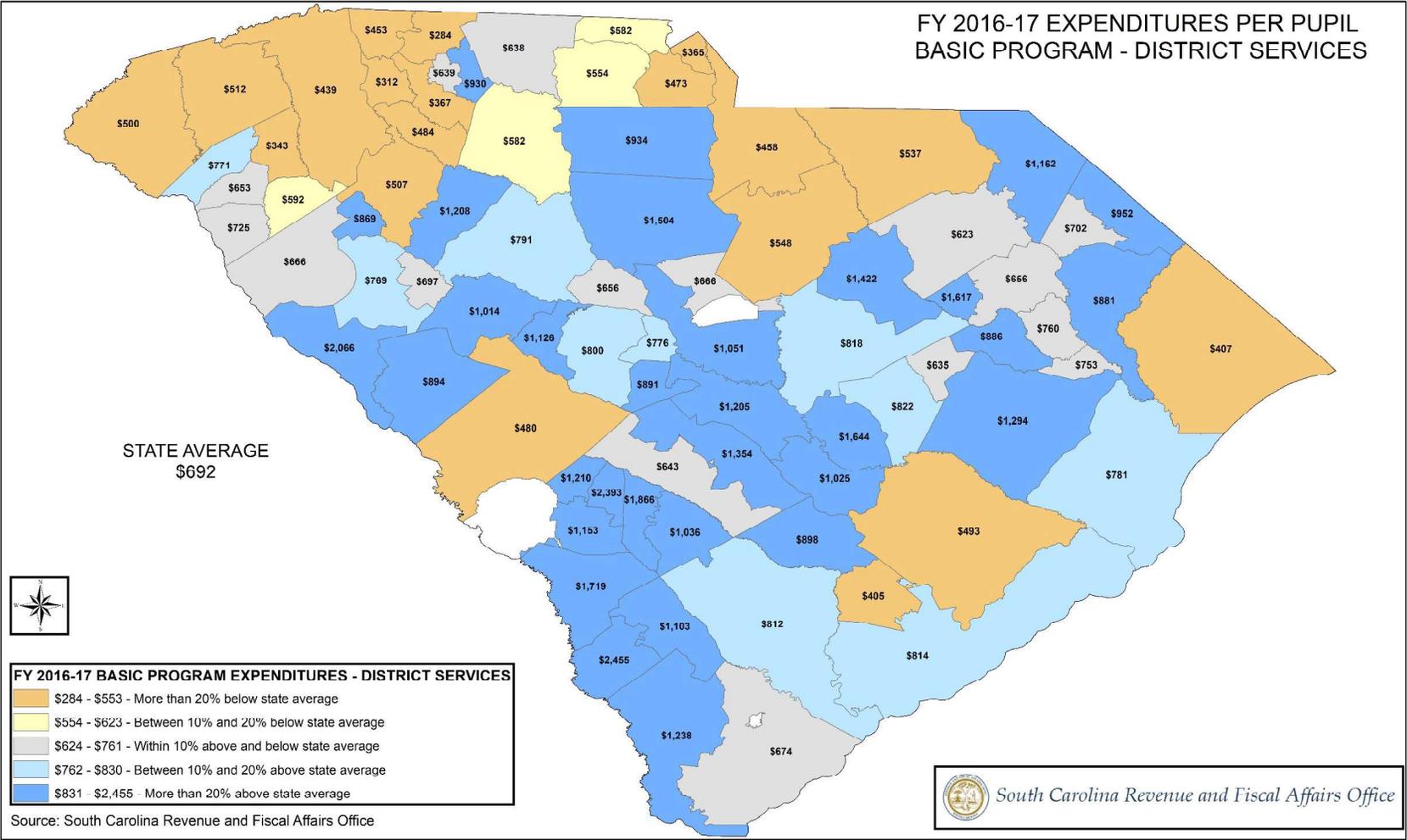
FY 2016-17 EXPENDITURES PER PUPIL
BASIC PROGRAM - INSTRUCTION



FY 2016-17 EXPENDITURES PER PUPIL
BASIC PROGRAM - FACILITIES AND TRANSPORTATION



FY 2016-17 EXPENDITURES PER PUPIL
BASIC PROGRAM - DISTRICT SERVICES



Current Status of Education Funding (Summary)

Next Steps

1. Are the data reported by the expenditure and revenue categories correctly categorized and accurate?

Key Policy Issues

- *Are the Instruction, Facilities and Transportation, and District Services categories comprised of the appropriate spending items?*
- *What types of expenses should be funded by the state, state and local, or local?*

Section II - Budgeting Issues

II. Budgeting Issues

Item (b) - Options or recommendations for simplifying and streamlining state appropriations for public education.

Item (c) - Recommendations for consolidating existing current line item appropriations into fewer line items by major education programs.

Item (d) - Options for improving the alignment of appropriations and revenues with local school district expenditures by major education programs.

Status of Model

This section uses the education categories previously identified, creates a model to explain the key factors driving those expenditures, and realigns current state appropriations to correspond to those categories.

Proposed

(Broader areas based upon specific services that can be measured or evaluated)

Instruction

- Cost for direct and indirect instruction and resources in the classroom setting

Facilities and Transportation

- Cost for the school site to house, transport, feed, and provide security

District Services

- Cost for district-wide services

Current

(Examples of current line item appropriations)

Education Finance Act

Employer Contributions

EIA Teacher Salary Supplement

Retiree Insurance

Property Tax Relief Funds (School District Portion)

Example –Proposed Major Categories and Proposed Budgeting Components

Proposed Major Categories	Subcategories - Budgeting Components	Total Expenditures
A. Instruction		\$4,362,758,516
	<i>Classroom and Other Instruction</i>	\$3,200,481,843
	<i>Instructional Support</i>	\$298,399,485
	<i>Vocational/Career</i>	\$151,362,431
	<i>Health and Social Workers</i>	\$125,751,160
	<i>Technology (85% of total IT)</i>	\$143,589,195
	<i>School Administration</i>	\$443,174,402
B. Facilities and Transportation		\$1,102,113,118
	<i>Food Services</i>	\$91,939,069
	<i>School Facilities</i>	\$745,789,842
	<i>Security and Safety</i>	\$51,901,359
	<i>Technology Infrastructure (TBD)</i>	\$0
	<i>Transportation Services</i>	\$212,482,848
C. District Services		\$498,018,067
	<i>Leadership</i>	\$65,448,768
	<i>District Services</i>	\$407,230,030
	<i>Technology (15% of total IT)</i>	\$25,339,270
Total Basic Program Expenditures		\$5,962,889,701

Model Part A. - Estimated Cost of a Teacher

Status of Model

The primary resource to educate students is a teacher. This part of the model attempts to identify the total cost of a teacher under the Basic Program.

State Cost of a Teacher in FY 2016-17

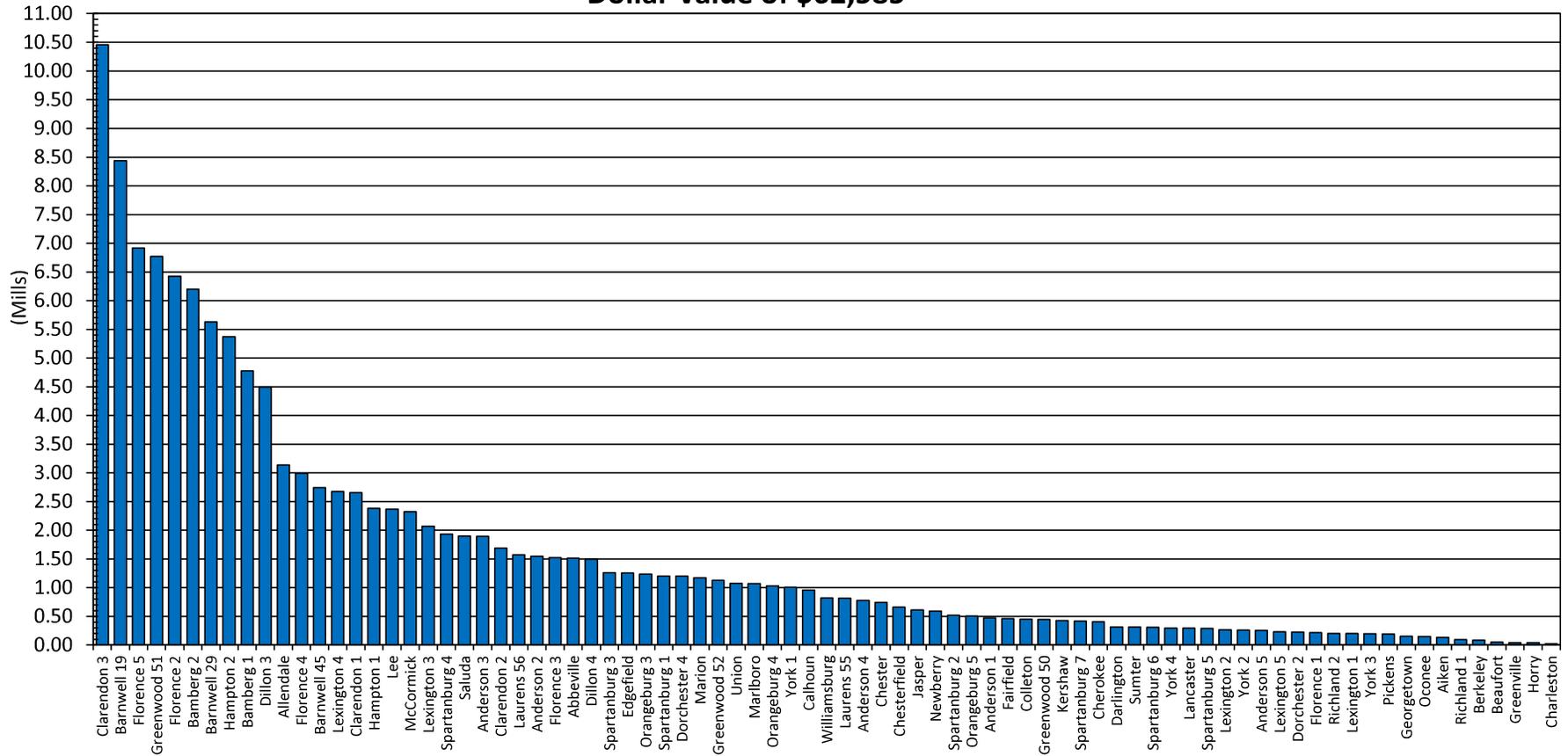
Average Salary on South Carolina Minimum Teacher Salary Schedule	\$45,163	
Employer Contribution Cost (24.50%)	\$11,065	
State Health Insurance (Composite Average)	\$6,357	
Professional Development/Training (Average per Teacher)	?	
Average Total State Cost of a Teacher		\$62,585

Key Policy Issues

- *What costs should be included in estimating the cost of a teacher for the basic program?*
- *Should state appropriations be used to help fund salaries or employer contributions for local district decisions above the basic program?*

MILLAGE RATE EQUIVALENT TO ONE TEACHER - TY 2017

Dollar Value of \$62,585



Data Source: S.C. Department of Revenue Index of Taxpaying Ability; Calculations by S.C. Revenue and Fiscal Affairs RFA/229C

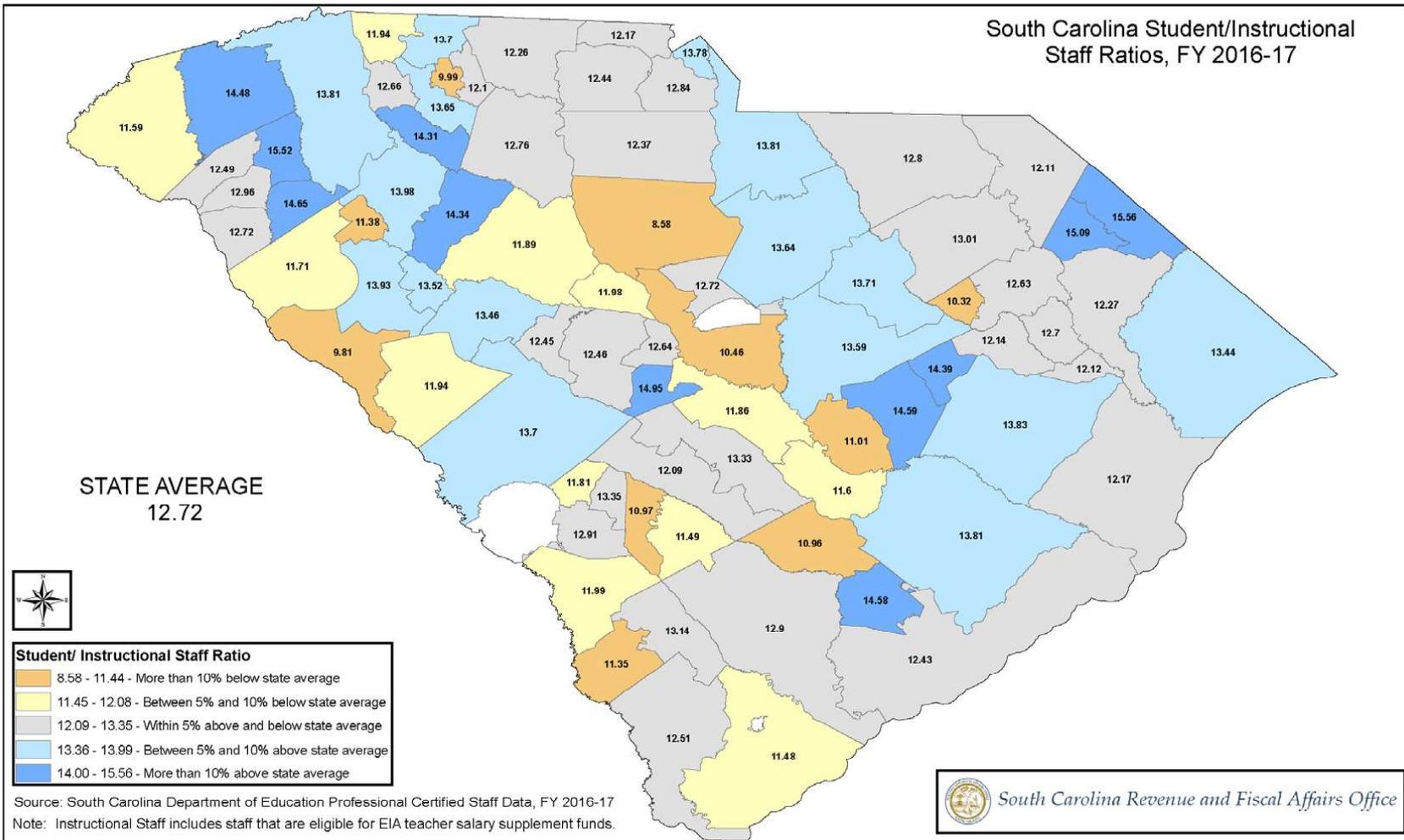
Model Part B. - Estimated Total Cost Based on Number of Teachers Needed to Provide Services

Status of Model

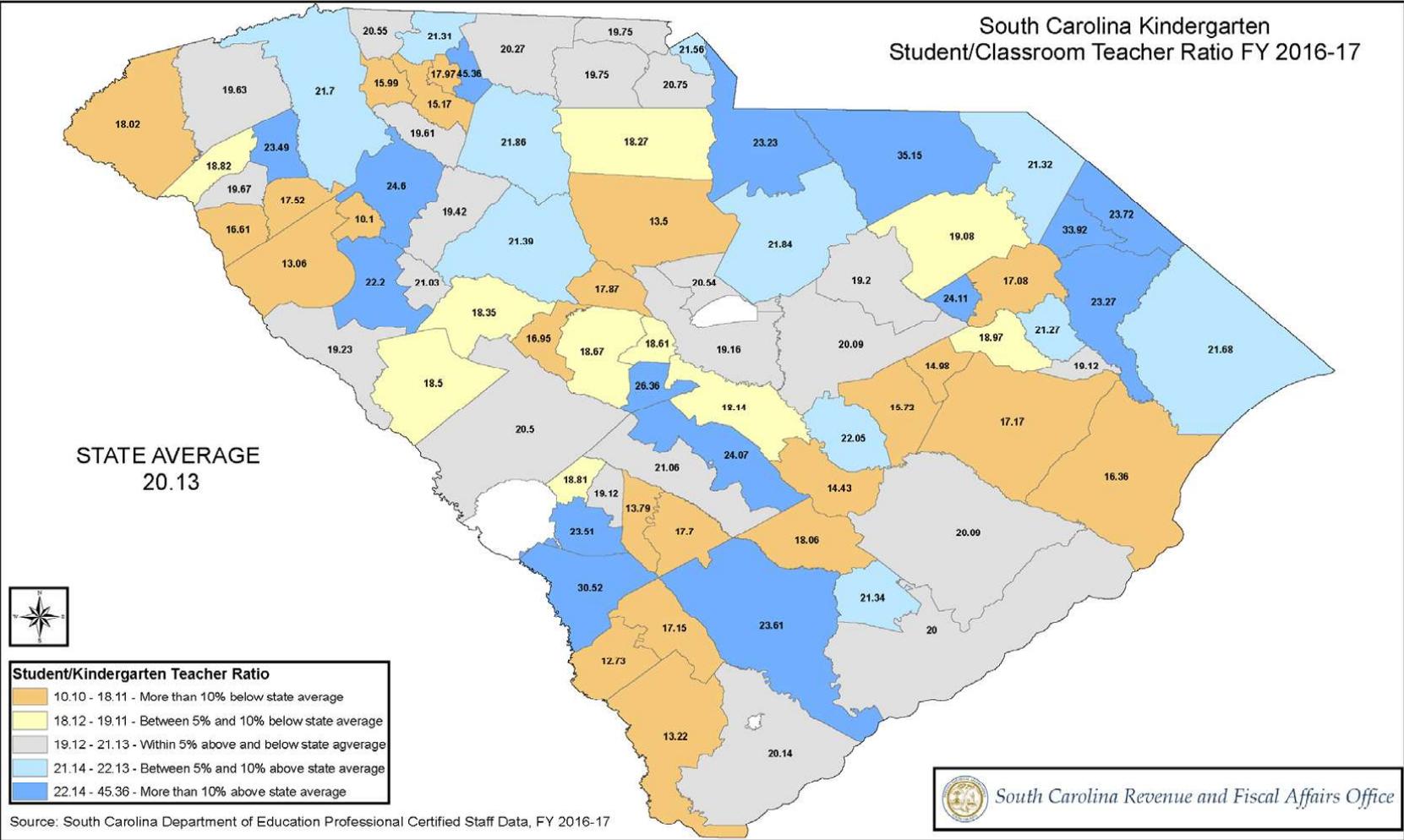
- This part of the model attempts to estimate the number of teachers and funding required to accommodate student needs.
- Currently, this model estimates the cost of Instruction to be \$4,112.9 million, which underestimates the cost when compared to actual expenditures of \$4,362.8 million for the Basic Program. However, further data and analysis are needed regarding classroom and other services for students, and this estimate is expected to change.
- This model is also attempting to estimate the cost of options such as lower student-teacher ratios in the core areas for grades 1-5, but sufficient data are not yet available.
- The ratios of instructional staff per student (ADM) on an average basis statewide were calculated, and the following maps show the ratios by district:

All Instructional Staff	12.7 : 1	<i>(Includes: all certified staff eligible for EIA teacher salary supplement)</i>
Kindergarten Teachers	20.1 : 1	<i>(Includes: Kindergarten (05) teachers)</i>
Classroom Teachers (1-12)	15.5 : 1	<i>(Includes: Classroom (08), Retired (09), and Special Education – Self Contained (06) teachers)</i>
- These ratios reflect all instructional staff supported by state appropriations compared to the number of students in a district, but further data are needed to determine class sizes and other considerations. Additionally, adjustments for positions that are funded largely by federal dollars may be necessary in subsequent analyses.

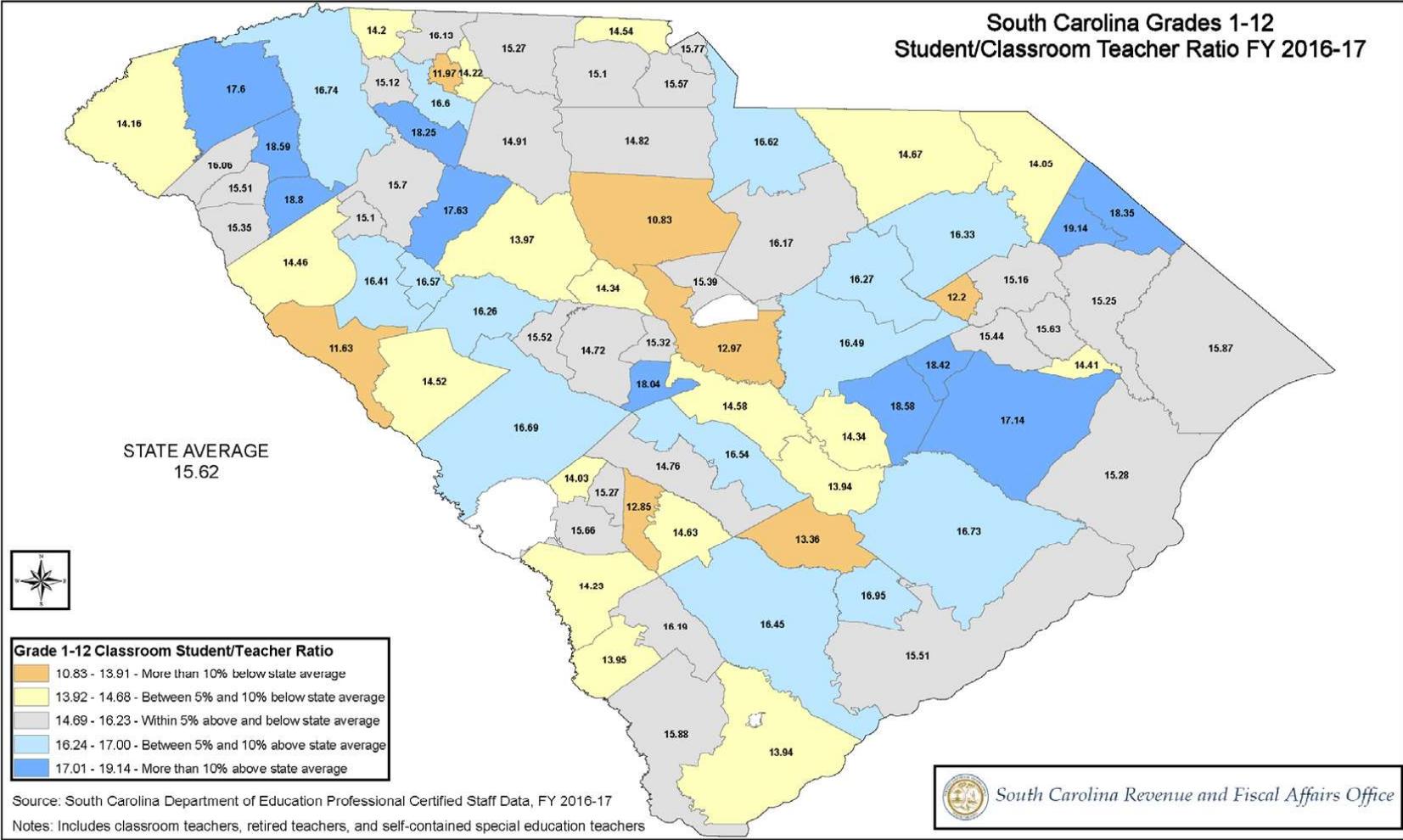
South Carolina Student/Instructional Staff Ratios, FY 2016-17



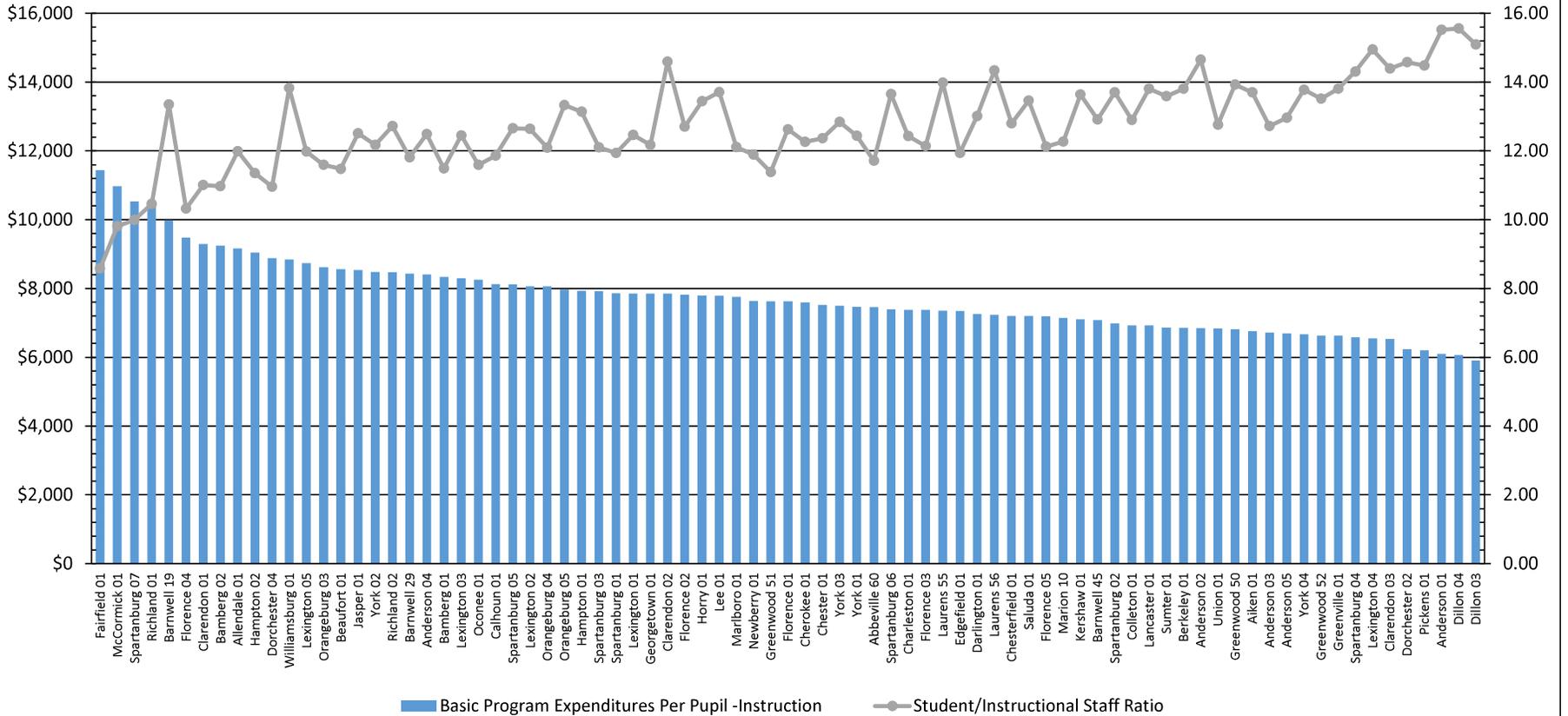
South Carolina Kindergarten
Student/Classroom Teacher Ratio FY 2016-17



South Carolina Grades 1-12
Student/Classroom Teacher Ratio FY 2016-17



FY 2016-17 BASIC PROGRAM EXPENDITURES PER PUPIL FOR INSTRUCTION COMPARED TO STUDENT/INSTRUCTIONAL STAFF RATIO



Note: Instructional staff includes all positions eligible for EIA salary supplement.
Data Source: S.C. Dept. of Education; calculations by S.C. Revenue and Fiscal Affairs Office RFA/253

Budgeting Worksheet for Subcategories - Instruction

	Headcount/ Service Need	Student/ Teacher Ratio	Estimated # of Teachers	Avg. Cost / Teacher	Estimated Total Cost		
I. Classroom							
Kindergarten	48,774	20:1	2,420	\$62,585	\$151,455,700		
Aides	?	?	?	?	?		
<i>OPTION - Adjust ratio for poverty impact in Core Subject Areas</i>							
<i>Non-poverty Affected</i>							
<i>Poverty Affected</i>							
Classroom - Grades 1-12 (Classroom (08) & Retired Teachers (09))	671,105	17:1	40,208	\$62,585	\$2,516,417,680	*Additional data required to determine class sizes and student/teacher ratios in core subject areas.	
<i>OPTION - Adjust ratio for poverty impact in Core Subject Areas</i>							
<i>Non-poverty Affected</i>							
<i>Poverty Affected</i>							
Special Education (Self Contained)	?	?	2,393	\$62,585	\$149,765,905		
I. Subtotal - Classroom					\$2,817,639,285		
II. Enhanced Instruction*							
Special Education (Itinerant and Resource)	?		2,609	\$62,585	\$163,284,265	*Additional data required to determine service needs for Enhanced Instruction.	
Speech Therapists	?		903		?		
Audiologists	?		10		?		
Occupational/Physical Therapists	?		281		?		
II. Subtotal - Enhanced Instruction					\$163,284,265		

Example - Budgeting Option: Fund a Lower Student/Teacher Ratio for Students Affected by Poverty

Kindergarten Teacher Ratios, FY 2016-17 - Example

District	Actual Counts							Kindergarten Students in Poverty			Kindergarten Students in Non Poverty			Total Estimated	
	Total ADM	Pupils in Poverty	% Poverty	Kindergarten ADM	Kindergarten Teachers	Aides	Kindergarten Ratio	Estimated ADM	Assume 15:1 Student/Teacher Ratio	Number of Teachers Needed	Estimated ADM	Assume 20:1 Student/Teacher Ratio	Number of Teachers Needed	Total Teachers Needed	Actual - Estimated
ABBEVILLE 60	2,919	2,325	79.66%	222	14		16	177	15	12	45	20	2	14	(0)
AIKEN 01	24,016	17,537	73.02%	1,821	79		23	1,330	15	89	491	20	25	113	(34)
ALLEDALE 01	1,149	1,132	98.52%	98	3		33	96	15	6	1	20	0	6	(3)
ANDERSON 01	9,631	5,748	59.68%	677	26		26	404	15	27	273	20	14	41	(15)
ANDERSON 02	3,688	2,596	70.38%	250	12		21	176	15	12	74	20	4	15	(3)
ANDERSON 03	2,504	2,037	81.35%	172	9		19	140	15	9	32	20	2	11	(2)
ANDERSON 04	2,812	1,937	68.89%	198	9		22	136	15	9	62	20	3	12	(3)
ANDERSON 05	12,438	8,787	70.65%	983	43		23	695	15	46	289	20	14	61	(18)
BAMBERG 01	1,327	1,048	78.98%	91	4		23	72	15	5	19	20	1	6	(2)
BAMBERG 02	669	653	97.66%	65	4		16	64	15	4	2	20	0	4	(0)
BARNWELL 19	627	598	95.35%	47	2		24	45	15	3	2	20	0	3	(1)
BARNWELL 29	873	752	86.11%	60	3		20	51	15	3	8	20	0	4	(1)
BARNWELL 45	2,142	1,794	83.75%	170	6		28	142	15	9	28	20	1	11	(5)
BEAUFORT 01	20,916	14,331	68.52%	1,564	72		22	1,071	15	71	492	20	25	96	(24)
BERKELEY 01	32,962	24,065	73.01%	2,439	111		22	1,781	15	119	658	20	33	152	(41)
CALHOUN 01	1,648	1,501	91.07%	147	7		21	133	15	9	13	20	1	10	(3)
CHARLESTON 01	46,468	29,261	62.97%	3,825	180		21	2,409	15	161	1,416	20	71	231	(51)
CHEROKEE 01	8,569	6,917	80.72%	673	30		22	543	15	36	130	20	6	43	(13)
CHESTER 01	5,040	4,180	82.94%	394	19		21	326	15	22	67	20	3	25	(6)
CHESTERFIELD 01	6,980	5,778	82.78%	530	15		37	439	15	29	91	20	5	34	(19)
CLARENDON 01	741	728	98.30%	48	2		24	47	15	3	1	20	0	3	(1)
CLARENDON 02	2,799	2,582	92.23%	198	10		20	183	15	12	15	20	1	13	(3)
CLARENDON 03	1,191	829	69.61%	86	5		17	60	15	4	26	20	1	5	(0)
COLLETON 01	5,486	4,898	89.28%	386	15		26	345	15	23	41	20	2	25	(10)
DARLINGTON 01	9,822	8,171	83.19%	706	33		21	587	15	39	119	20	6	45	(12)

Example - Estimated Impact to Target or Lower Student to Classroom Teacher Ratios

Number of Students: 719,879
 Average Cost per Teacher: \$62,585

Classroom Ratio	Estimated Number of Teachers Needed	Estimated Cost of Classroom Teachers	Cost Per Student	Incremental Changes at Each Level		
				Additional Teachers*	Additional Cost*	Additional Cost per Student*
20	35,994	\$2,252,681,361	\$3,129			
19	37,888	\$2,371,243,538	\$3,294	1,894	\$118,562,177	\$165
18	39,993	\$2,502,979,290	\$3,477	2,105	\$131,735,752	\$183
17	42,346	\$2,650,213,366	\$3,681	2,353	\$147,234,076	\$205
16	44,992	\$2,815,851,701	\$3,912	2,647	\$165,638,335	\$230
15	47,992	\$3,003,575,148	\$4,172	2,999	\$187,723,447	\$261

*Assumes no district is at or below the targeted ratio.

Note: Subject to revision based upon additional data and determination of student service needs or other student/teacher ratio goals for poverty or core subject areas.

Budgeting Worksheet for Subcategories - Instruction (Continued)

	Headcount/ Service Need	Student/ Teacher Ratio	Estimated # of Service Providers	Avg. Cost	Estimated Total Cost for Basic Program
III. Other Instruction					
Psychologists	?		2,420	\$62,585	\$151,455,700
Guidance Counselors*	719,879	347:1	2,072	\$62,585	\$129,676,120
Career Specialists	210,583	719:1	293	\$62,585	\$18,337,405
Library/Media *	719,879	665:1	1,082	\$62,585	\$67,716,970
ROTC Instructors	?	1.8/HS	367	\$62,585	\$22,968,695
III. Subtotal - Other Instruction					\$390,154,890
IV. Health and Social Services					
Nurses	719,879	527:1	1,367	\$62,585	\$85,553,695
Social Workers	?		198	\$62,585	\$12,391,830
IV. Subtotal - Health and Social Services					\$85,553,695
V. Technology (Instruction)					
Technology - 85%	719,879			\$168	\$120,941,149
V. Subtotal - Technology (Instruction)					\$120,941,149
VI. Vocational/Career					
Vocational and Career Education	103,590			?	\$130,970,398
VI. Subtotal - Vocational/Career					\$130,970,398
VII. School Administration					
Administrators/Principals		2.6/School	3,126	?	?
Administrative Staff			?	?	?
VII. Subtotal - School Administration					\$391,969,239
Total Instruction (Based upon teachers/service need)					\$4,112,904,751

*Subject to change with additional data

Budgeting Worksheet for Subcategories – Facilities and Transportation

Status of Model

This part of the model is still under development. As a decision point to engage discussion on appropriate comparisons, the estimated total cost and average per school are presented below. School Facilities expenses are a large part of total Facilities and Transportation expenditures, most of which are supported by local funds.

	Average per School Site	Estimated Total Cost for Basic Program
Food Services	\$76,616	\$91,939,069
School Facilities	\$621,492	\$745,789,842
Security and Safety	\$43,251	\$51,901,359
Transportation Services	\$177,069	\$212,482,848
Technology Infrastructure	TBD	TBD
Total Facilities and Transportation	\$918,428	\$1,102,113,118

Data Issues

- What are the detailed school facilities expenditures? How much is spent on operating costs, such as electricity, compared to maintenance?
- Are security and safety expenditures also included in other expenditure categories?
- What are districts spending for technology infrastructure?

Key Policy Issue

- *What expenditures for facilities and transportation are state, local, or state and local?*

Budgeting Worksheet for Subcategories - District Services

Status of Model

This part of the model is still under development. As a decision point to engage discussion on appropriate comparison, the estimated total cost and average per district are presented below.

	Average Cost per District	Estimated Total Cost for Basic Program
Leadership	\$808,009	\$65,448,768
District Services	\$5,027,531	\$407,230,030
Technology - District Services (15%)	\$312,830	\$25,339,270
Total District Services	\$6,148,371	\$498,018,067

Data Issues

- Are there differences in reporting of district expenditures across the categories?

Key Policy Issue

- *What services can or should be shared and how can the state identify and encourage best practices for providing district services?*

Example - Budgeting Worksheet: Estimated Total Cost and State / Local Funding Share of Basic Program for FY 2016-17

Based upon current funding for Basic Program

Proposed Major Categories	Subcategories - Budgeting Components	Total Funding	Estimated State Funding	Estimated Local Funding
A. Instruction		\$4,362,758,516	\$3,842,063,586	\$520,694,930
	<i>Classroom and Enhanced Instruction</i>	\$3,200,481,843		
	<i>Other Instruction</i>	\$298,399,485		
	<i>Vocational/Career</i>	\$151,362,431		
	<i>Health and Social Workers</i>	\$125,751,160		
	<i>Technology (85%)</i>	\$143,589,195		
	<i>School Administration</i>	\$443,174,402		
B. Facilities and Transportation		\$1,102,113,118	\$60,759,030	\$1,041,354,088
	<i>Food Services</i>	\$91,939,069		
	<i>School Facilities</i>	\$745,789,842		
	<i>Security and Safety</i>	\$51,901,359		
	<i>Technology Infrastructure</i>	\$0		
	<i>Transportation Services</i>	\$212,482,848		
C. District Services		\$498,018,067	\$353,959,866	\$144,058,201
	<i>Leadership</i>	\$65,448,768		
	<i>District Services</i>	\$407,230,030		
	<i>Technology (15%)</i>	\$25,339,270		
Total Basic Program Expenditures		\$5,962,889,701	\$4,256,782,482	\$1,706,107,219

Example - Budgeting Detail Option: Appropriations by Local School District

District	ADM	Property Tax Index	Classroom		Other Instructional		Health and Student Services		Technology		Vocational/Career		School Administration		Total Appropriations
			Number of Teachers	Appropriations	Number of Teachers	Appropriations	Number of Teachers	Appropriations		Appropriations		Appropriations	Number of Administrators	Appropriations	
Abbeville 60	2,919		2,697												
Aiken 01	24,016		22,195												
Allendale 01	1,149		1,051												
Anderson 01	9,631		8,950												
Anderson 02	3,688		3,438												
Anderson 03	2,504		2,332												
Anderson 04	2,812		2,614												
Anderson 05	12,438		11,455												
Bamberg 01	1,327		1,236												
Bamberg 02	669		604												
Barnwell 19	627		580												
Barnwell 29	873		814												
Barnwell 45	2,142		1,972												
Beaufort 01	20,916		19,352												
Berkeley 01	32,962		30,523												
Calhoun 01	1,648		1,502												
Charleston 01	46,468		42,642												
Cherokee 01	8,569		7,896												
Chester 01	5,040		4,646												
Chesterfield 01	6,980		6,450												
Clarendon 01	741		692												
Clarendon 02	2,799		2,601												
Clarendon 03	1,191		1,105												
Colleton 01	5,486		5,098												
Darlington 01	9,822		9,116												
Dillon 03	1,584		1,473												

Budgeting Issues (Summary)

Next Steps

1. Need additional information to separate some line item appropriations such as employer contributions and retiree insurance into the various education programs.
2. Provide justification of the total expenditures by major education categories by estimating the cost.
3. Need additional data to determine service needs for exceptional students and methodology for allocating resources to students.

Key Policy Issues - II. Budgeting Issues

- *What spending flexibility should districts have with regard to budgeted expenditures?*
- *To which specific education categories should Property Tax Relief funds be allocated?*
- *Under this model, funding for the additional EFA add-on weights will be reallocated in the following manner:*
 - *Poverty – lower class size*
 - *Should other current EFA add-ons be addressed? If so, how should these services be measured and allocated?*
(Other current add-ons: Academic Assistance, Gifted and Talented, Limited English Proficiency, and Dual Credit Enrollment)
- *Is dual-credit enrollment a public education or a technical college expense?*

Section III. - Accountability, Flexibility, & Transparency

III. Accountability, Flexibility, & Transparency

Item (e) - Options for standards or measures of fiscal accountability for funding categories as recommended by the South Carolina Department of Education and options for standards or measures of student performance accountability as recommended by the South Carolina Education Oversight Committee.

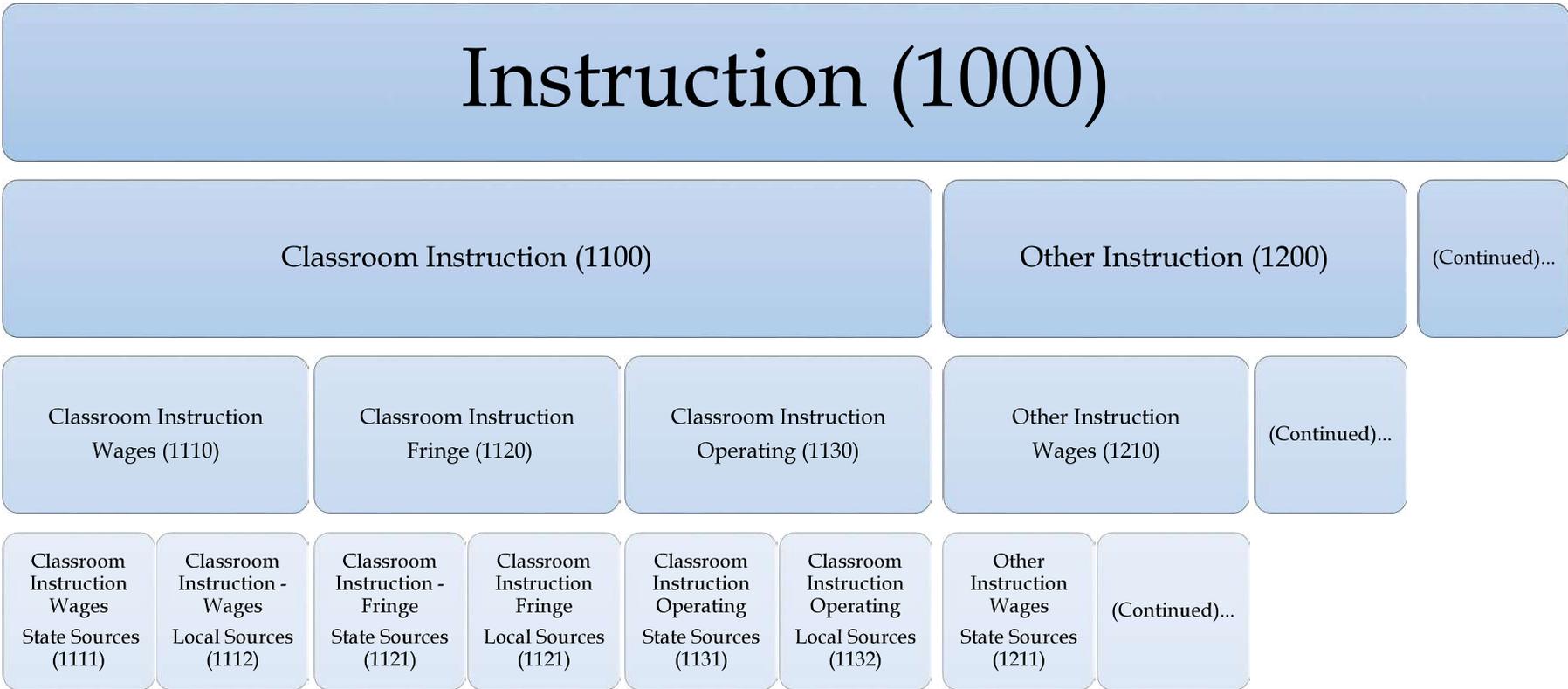
Item (f) - Examples of reports that improve simplicity and transparency in reviewing and monitoring state and local funding and revenues, local school district expenditures, and accountability measures at the state and local level.

Status of Model

This part of the model is still under development. Further discussions with stakeholders regarding performance metrics and accountability measures are needed to provide a framework for reporting.

Example - Reporting Options for Fiscal Accountability

The level of reporting detail will depend upon the metrics and measures determined for fiscal accountability and transparency.



Education Oversight Committee Recommended Metrics for Student Performance and Accountability

The South Carolina Education Oversight Committee (EOC) provided input regarding options for measuring student performance. *The complete response provided by the S.C. Education Oversight Committee is attached in the Appendix.*

- The EOC provided a detailed listing of metrics for consideration at the state, district, and school level.
- The metrics are based upon the existing accountability system that evaluates the performance of our public education system using multiple indicators as required by both federal and state laws. The metrics also include those specifically identified in Section 59-18-1950 of the South Carolina Code of Laws enacted with Act 94 (H.3969) of 2017. Furthermore, all metrics, where available, should be disaggregated by race, socioeconomic status, and other subgroups such as students with disabilities and English language learners to ensure that South Carolina is addressing the educational needs of all students.
- At the state and district levels, the metrics focus on the goal of creating a 21st century workforce as defined by the *Profile of the South Carolina Graduate*.
- At the school level (primary, elementary, middle, and high schools), the EOC would recommend evaluating school performance against the same indicators reported on the annual school report cards. These indicators focus on preparing students with the skills and opportunities to succeed in a 21st century economy.
- While the state currently collects financial data at the district level, the EOC acknowledges that a financial data system at the school-level must be created. The EOC cannot overemphasize the importance of having financial data at the school level where accountability for student performance can be best measured.

Accountability, Flexibility, & Transparency (Summary)

Next Steps

1. Meet with stakeholders to discuss and identify general and specific flexibility items and metrics for accountability.

Key Policy Issues

- *What are the accountability expectations of the stakeholders?*
- *How much flexibility should be given regarding allocation of state funding?*
- *What is the timing for implementation of modifications to accounting systems and reporting given the substantial changes under consideration?*

Section IV – Competitive Workforce of Teachers

IV. Competitive Workforce of Teachers

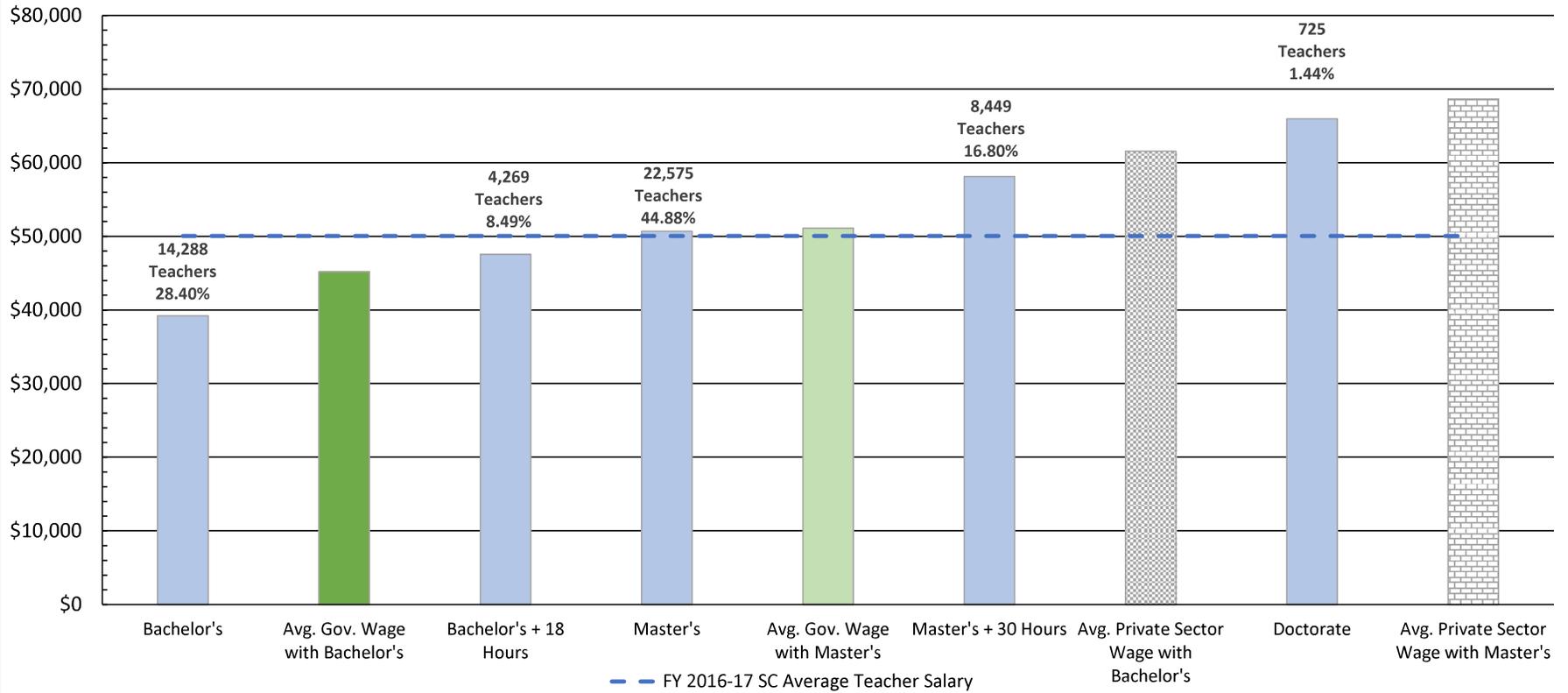
Item (h) - A recommendation to create and maintain a competitive workforce of teachers by examining the teacher salary structure and providing options to increase the minimum teacher salary to \$35,000 or more

Status of Model

- Defining a competitive salary for teachers is difficult as there are varying opinions as to what the standard for comparison should be. Further analysis is needed regarding the factors driving differences in salaries among professions, which include:
 - Working conditions such as differences in 190 working days for teachers compared to 240 days for many other professions.
 - Economic demand driving higher salaries for workers in professions such as engineering or IT and private sector versus government employees.
 - Policy issues resulting from differences in the salary scale by years of experience and education level.
 - Differences in total compensation packages including benefits.
- The average teacher salary in South Carolina for FY 2016-17 was \$50,050 and was \$69 under the estimated Southeastern average salary of \$50,119. Since 1985, the South Carolina average has varied above and below the Southeastern average. However, comparing teachers' salaries to other professions in South Carolina may be more appropriate. (See Appendix for chart)
- The following charts outline actual teacher salaries by education level compared to wages for all government and private sector employees in South Carolina. The average teacher salary is above the average wage for all government employees with a bachelor's degree but below average wage for government employees with a master's degree and private sector workers with a bachelor's degree or master's degree. When teachers' salaries are compared to wages for other professions on a daily wage rate, the average daily rate for teachers (190 contract days) is higher than the average daily rate for all government employees with a bachelor's degree or master's degree and private sector employees with a bachelor's degree (240 working days).

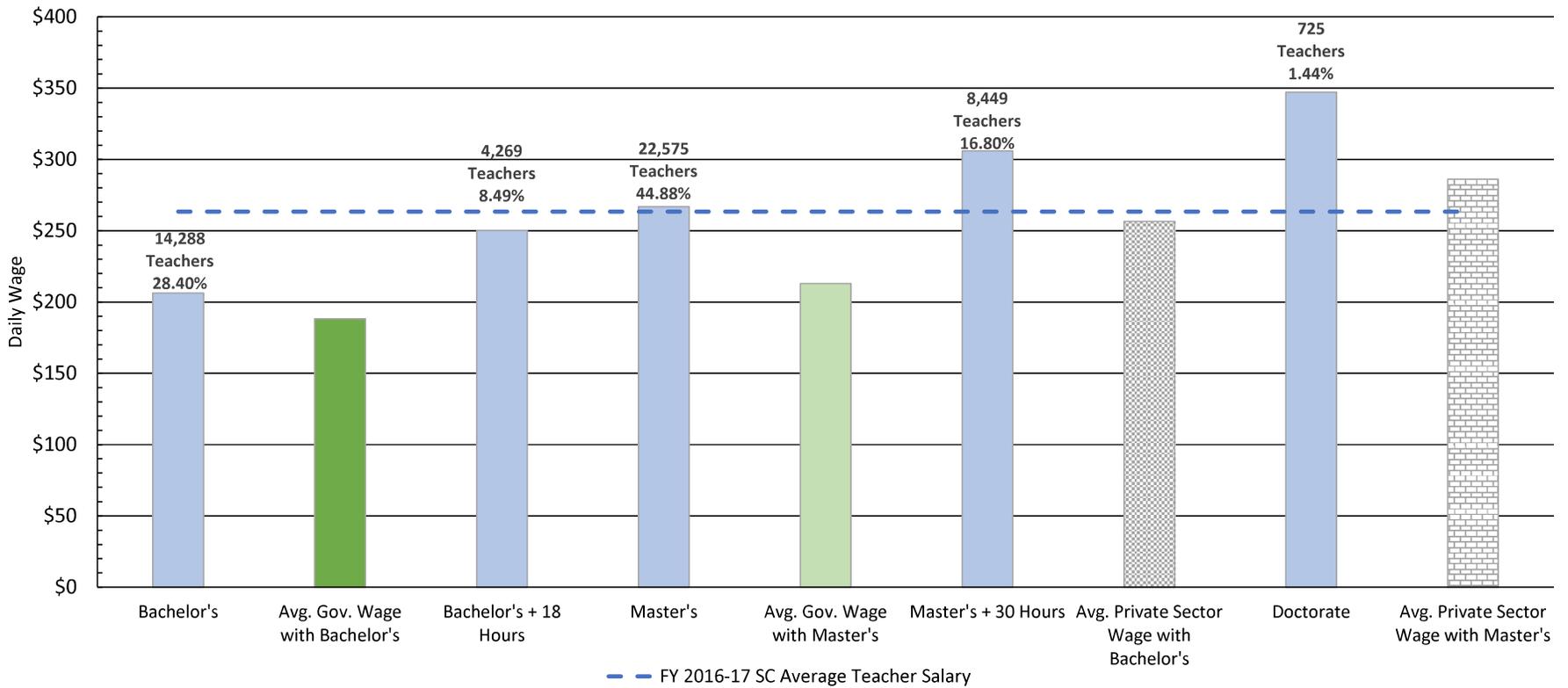
Note: For this section, all actual teacher counts and salaries include special district teachers for consistency with state reporting.

FY 2016-17 SOUTH CAROLINA ACTUAL AVERAGE TEACHER SALARY BY DEGREE VS. 2017 AVERAGE WAGE FOR GOVERNMENT AND PRIVATE SECTORS BY DEGREE



Note: Includes regular and special district teachers in positions coded as pre-kindergarten, kindergarten, classroom, special education, and speech therapists.
 Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Dept. of Education Professional Certified Staff Data RFA/244

FY 2016-17 AVERAGE DAILY WAGE FOR TEACHERS BY DEGREE VS. 2017 AVERAGE DAILY WAGE FOR GOVERNMENT AND PRIVATE SECTORS BY DEGREE

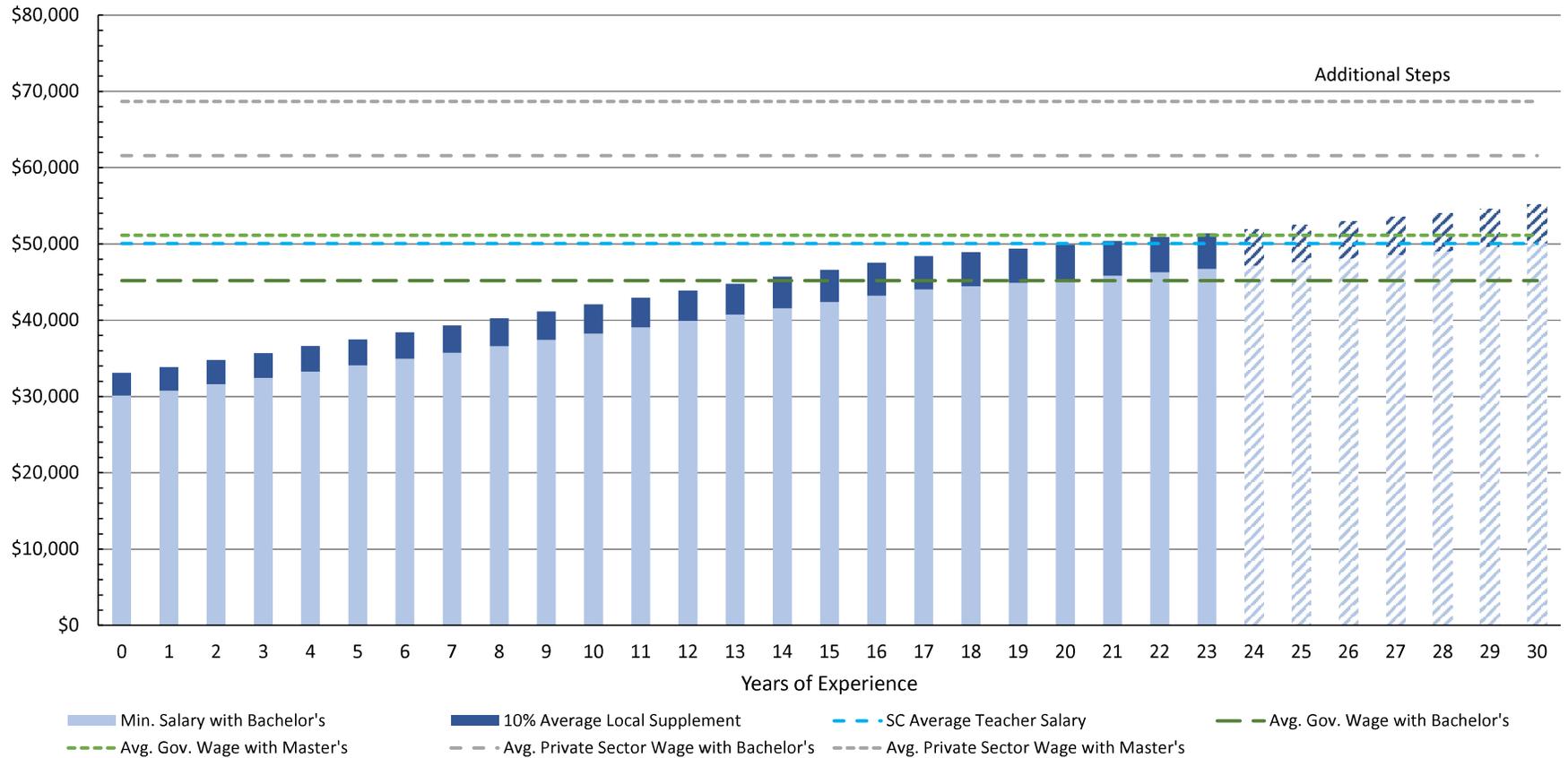


Note: Includes regular and special district teachers: pre-K, kindergarten, classroom, special education, and speech therapists. Based upon 190 teaching contract days and 240 all occupation working days.
Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Dept. of Education Professional Certified Staff Data RFA/244

Status of Model (Continued)

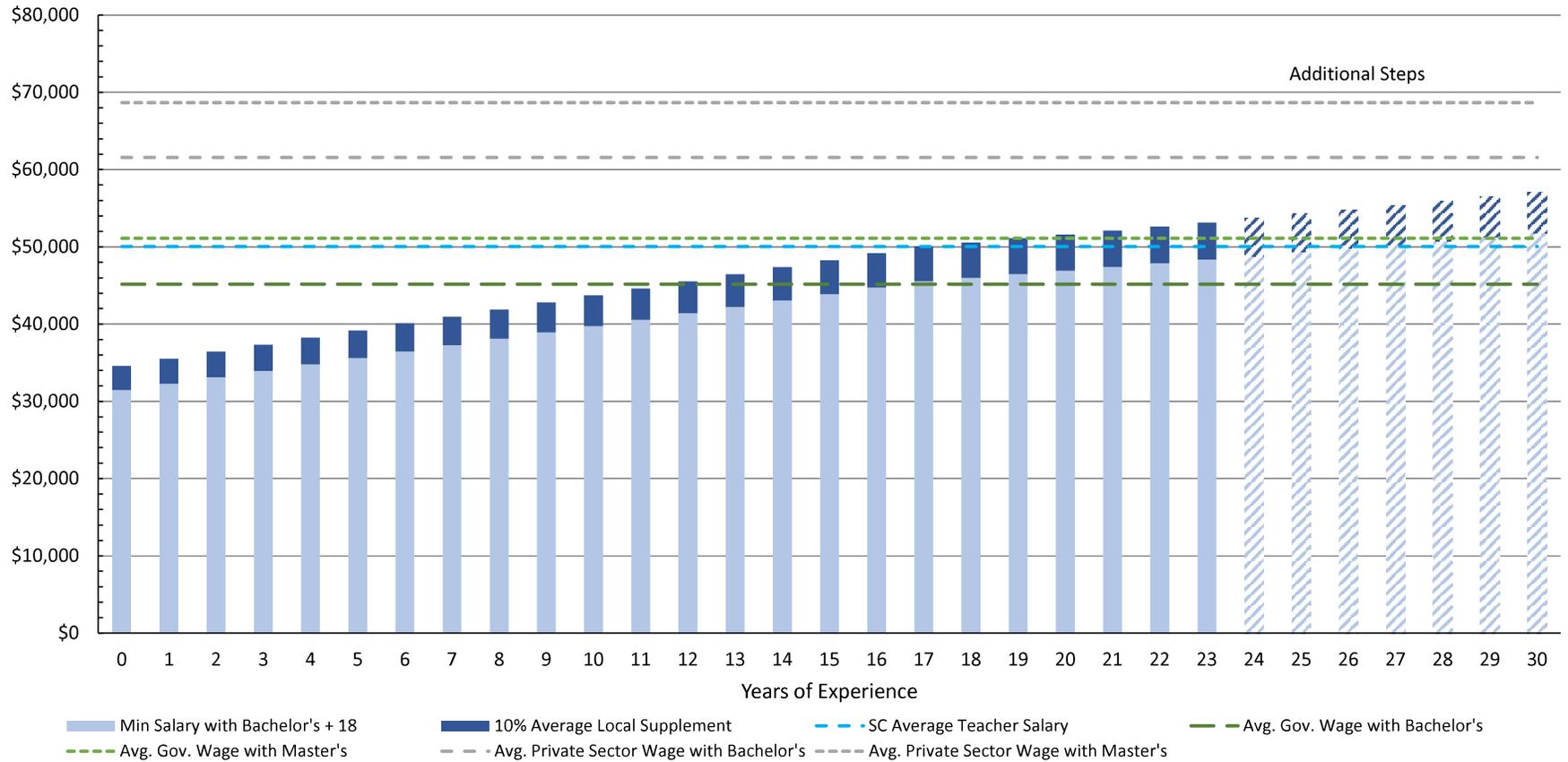
- Determining competitiveness of teacher salaries solely based upon the state “average” teacher salary, however, is problematic as the current state minimum teacher salary has a wide range of potential salaries. The average salary for the degree held by the teacher varies greatly.
- The average years of experience also varies greatly by education level. The average is 13 years, but bachelor’s degree teachers averaged only 7.4 years of experience, while doctorate degree teachers averaged the most with an average of 18.9 years of experience. (See Appendix for chart)
- The following charts outline the salary schedule at each education level and compare the schedule to the average wages by education level in South Carolina. The charts also show how extending the schedule from the current twenty-three years to thirty years would impact the salary range.
- Without a local supplement, the state minimum salary scales for teachers with a bachelor’s degree or bachelor’s degree plus 18 graduate hours never reach the state average.
- The last chart compares how the average salary on the schedule for teachers at each education level would increase if the schedules are extended to thirty years. The average actual salary statewide as of FY 2016-17, including the local supplement, would increase from \$50,050 to approximately \$52,726.
- This section focuses on annual compensation issues regarding the minimum salary schedule and does not reflect all of the data or issues presented in the previous section. Furthermore, this analysis does not address issues related to working conditions such as class size, planning time, or additional duties.

FY 2016-17 STATE TEACHER SALARY - BACHELOR'S DEGREE AND LOCAL SUPPLEMENT BY YEARS OF SERVICE TO AVERAGE WAGE IN SOUTH CAROLINA



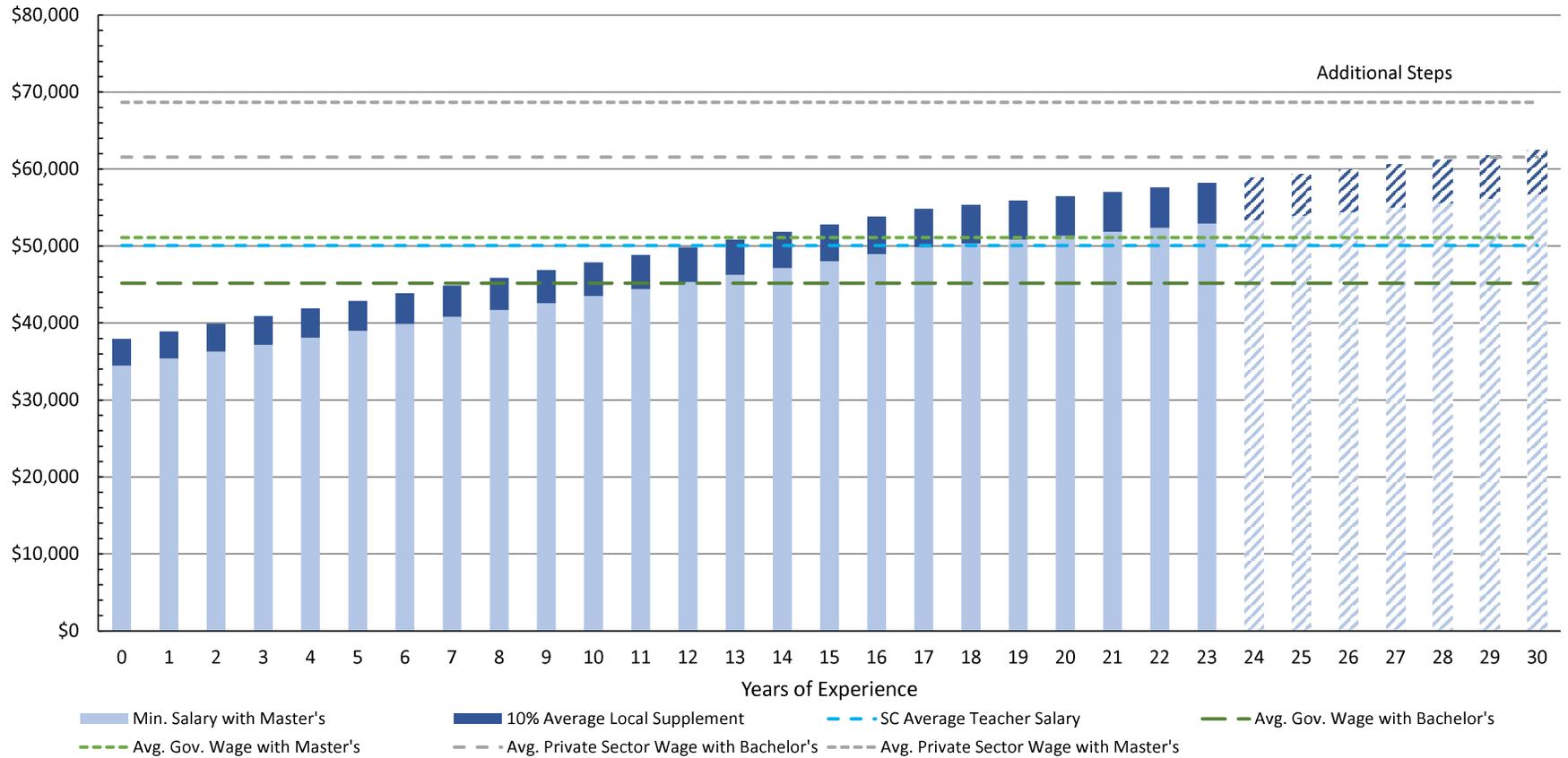
Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Revenue and Fiscal Affairs Office RFA/244

FY 2016-17 STATE TEACHER SALARY - BACHELOR'S DEGREE + 18 HOURS & LOCAL SUPPLEMENT BY YEARS OF SERVICE TO AVERAGE WAGE IN SOUTH CAROLINA



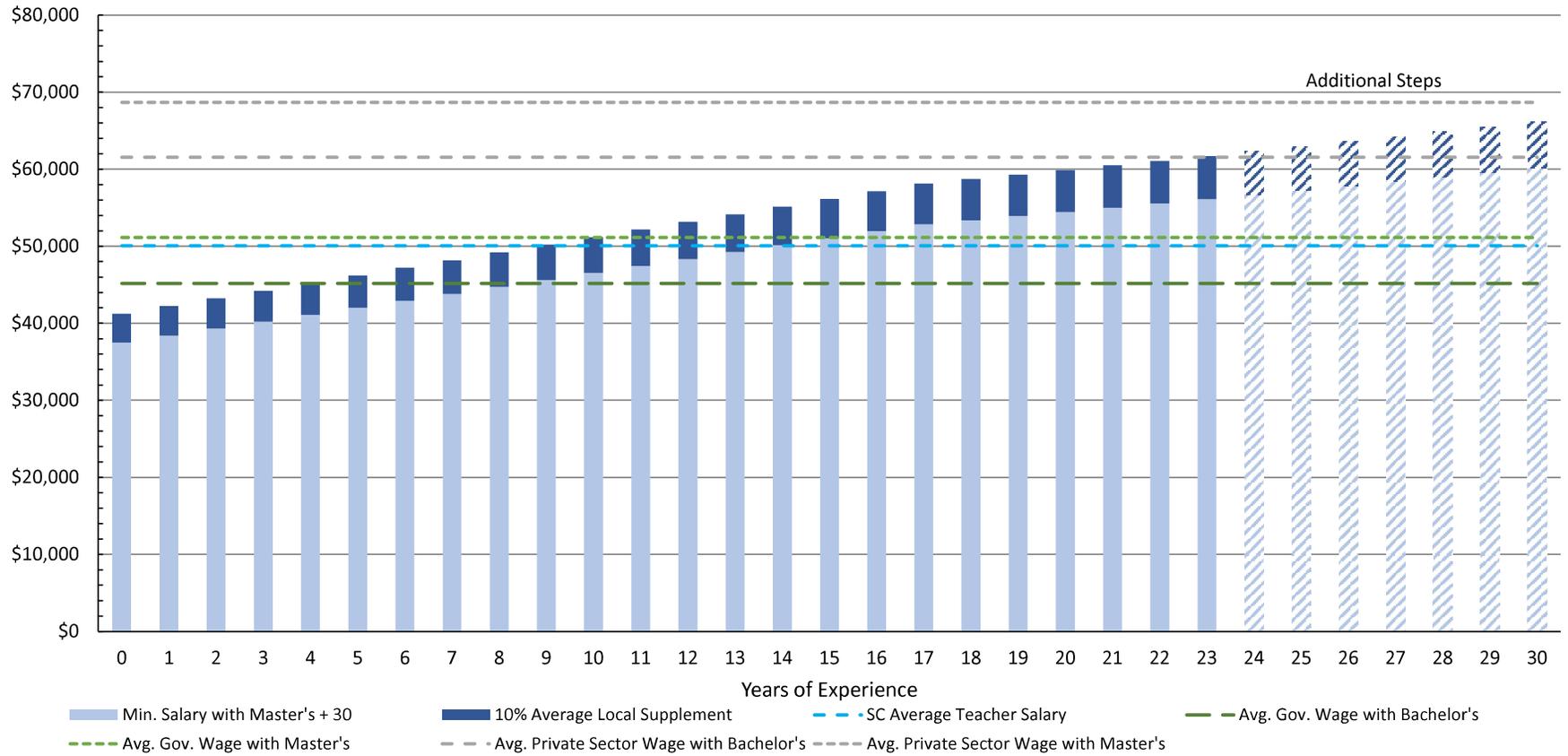
Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Revenue and Fiscal Affairs Office RFA/244

FY 2016-17 STATE TEACHER SALARY - MASTER'S DEGREE AND LOCAL SUPPLEMENT BY YEARS OF SERVICE TO AVERAGE WAGE IN SOUTH CAROLINA



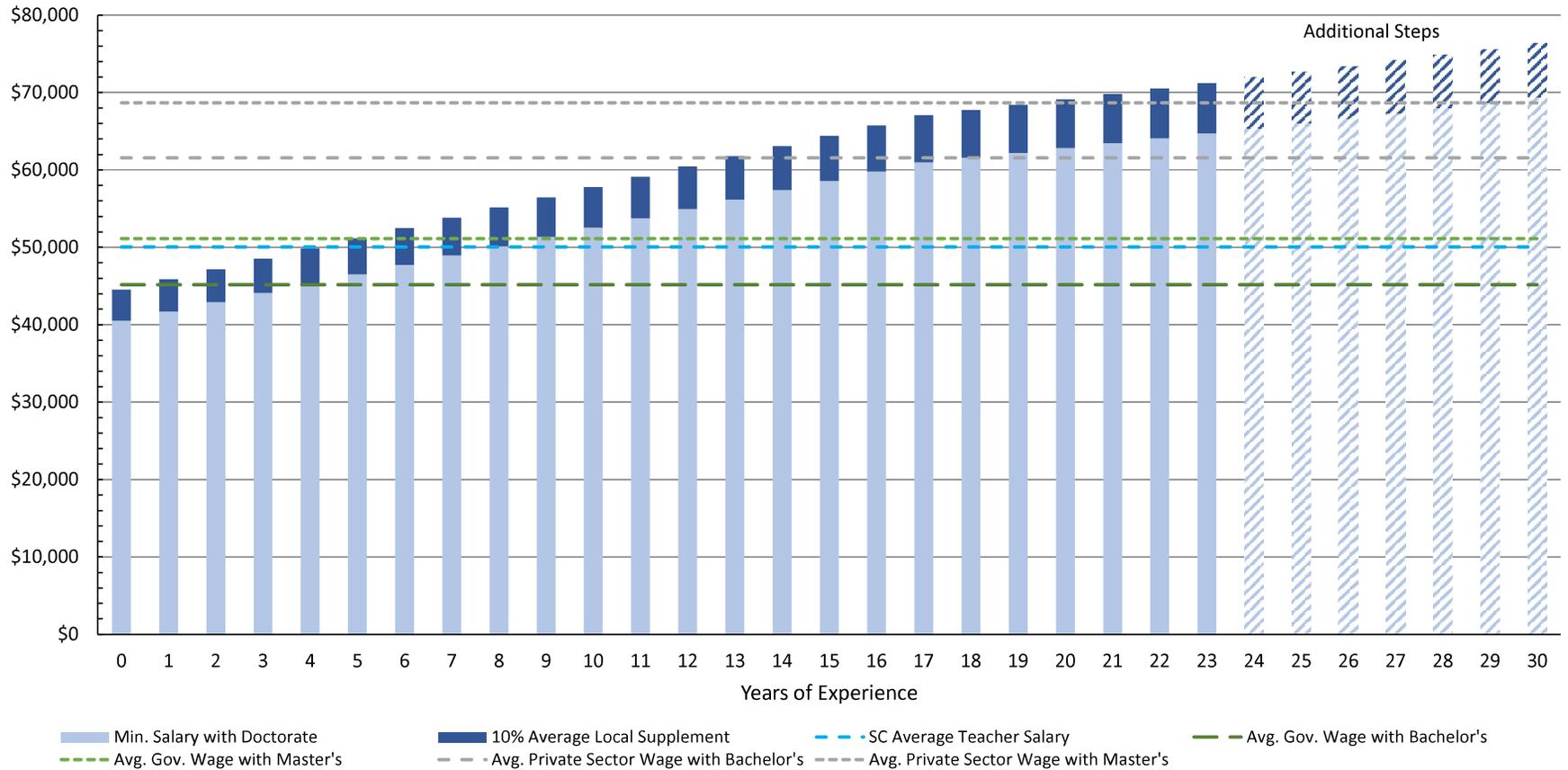
Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Revenue and Fiscal Affairs Office RFA/244

FY 2016-17 STATE TEACHER SALARY - MASTER'S DEGREE + 30 HOURS & LOCAL SUPPLEMENT BY YEARS OF SERVICE TO AVERAGE WAGE IN SOUTH CAROLINA



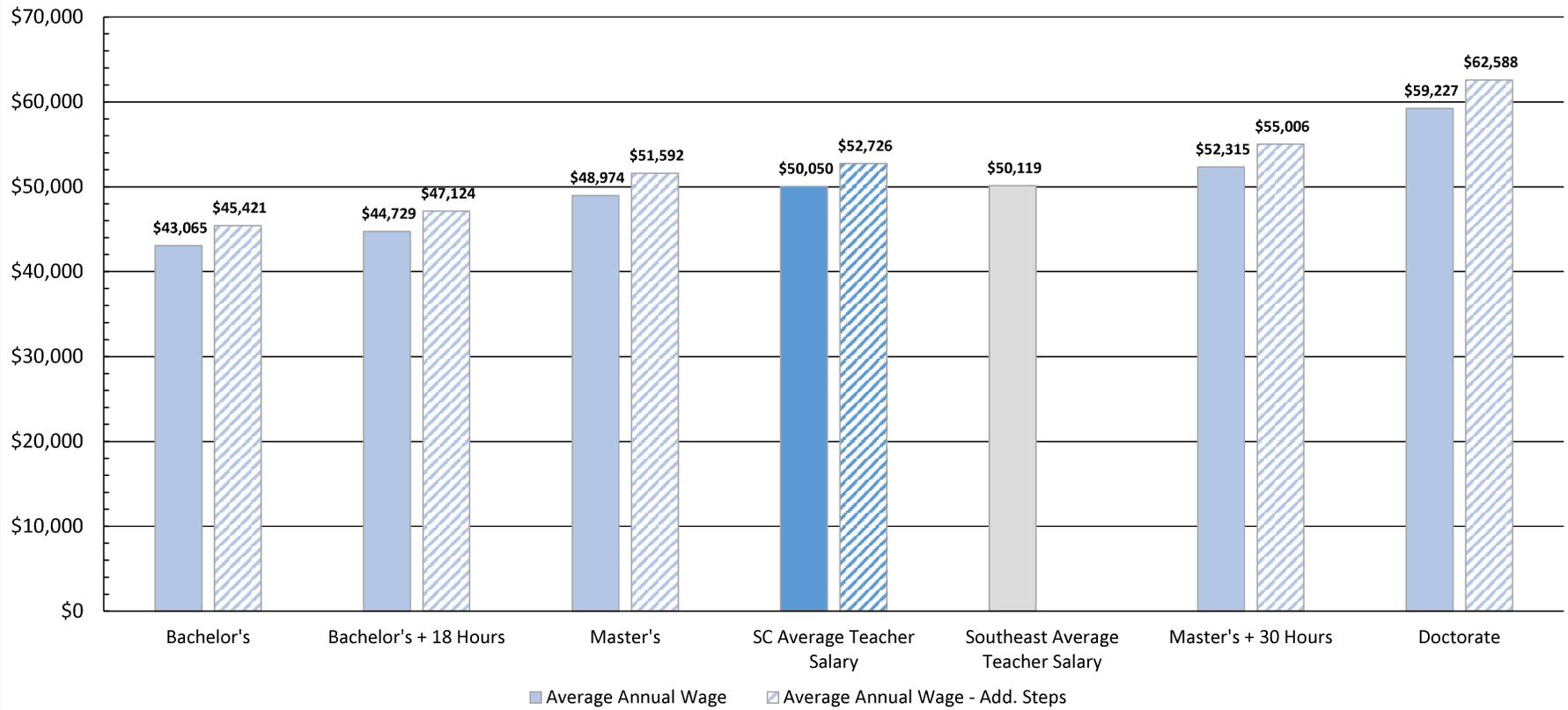
Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Revenue and Fiscal Affairs Office RFA/244

FY 2016-17 STATE TEACHER SALARY - DOCTORATE DEGREE AND LOCAL SUPPLEMENT BY YEARS OF SERVICE TO AVERAGE WAGE IN SOUTH CAROLINA



Data Source: U.S. Census Bureau, American Community Survey 2017, Public Use Microdata Sample; S.C. Revenue and Fiscal Affairs Office RFA/244

**FY 2016-17 CAREER AVERAGE TEACHER SALARY BY DEGREE
 COMPARED TO ESTIMATED CAREER AVERAGE TEACHER SALARY WITH ADDITIONAL STEPS
 10% Local Salary Supplement Included**



Data Source: S.C. Revenue and Fiscal Affairs Office RFA/244

Competitive Workforce of Teachers (Summary)

Next Steps

1. Incorporate feedback from stakeholders into analysis of teacher salary costs and projections.

Key Policy Issues

- *What is an appropriate measure for determining a competitive wage for teachers compared to other professions? Total salary, salary per day, average hourly wage?*
- *Should the state minimum salary schedule be extended beyond twenty-three years? How many years?*
- *The current state minimum salary schedule has different salaries based upon level of education. The salary difference between the lowest and highest classes is forty percent, while years of experience is not weighted as heavily. Is the difference in salary schedule among class of teachers acceptable or does it need to be adjusted?*
- *What occupational wage categories, other than the average state wage, should be used for comparing average teacher salaries in S.C.?*
- *Should options be included to address potential costs for changes to working conditions, such as more planning or free time?*

Section V – Consolidation of Districts

V. Consolidation of Districts

Item (i) - Options or incentives for encouraging consolidation or shared services among local districts

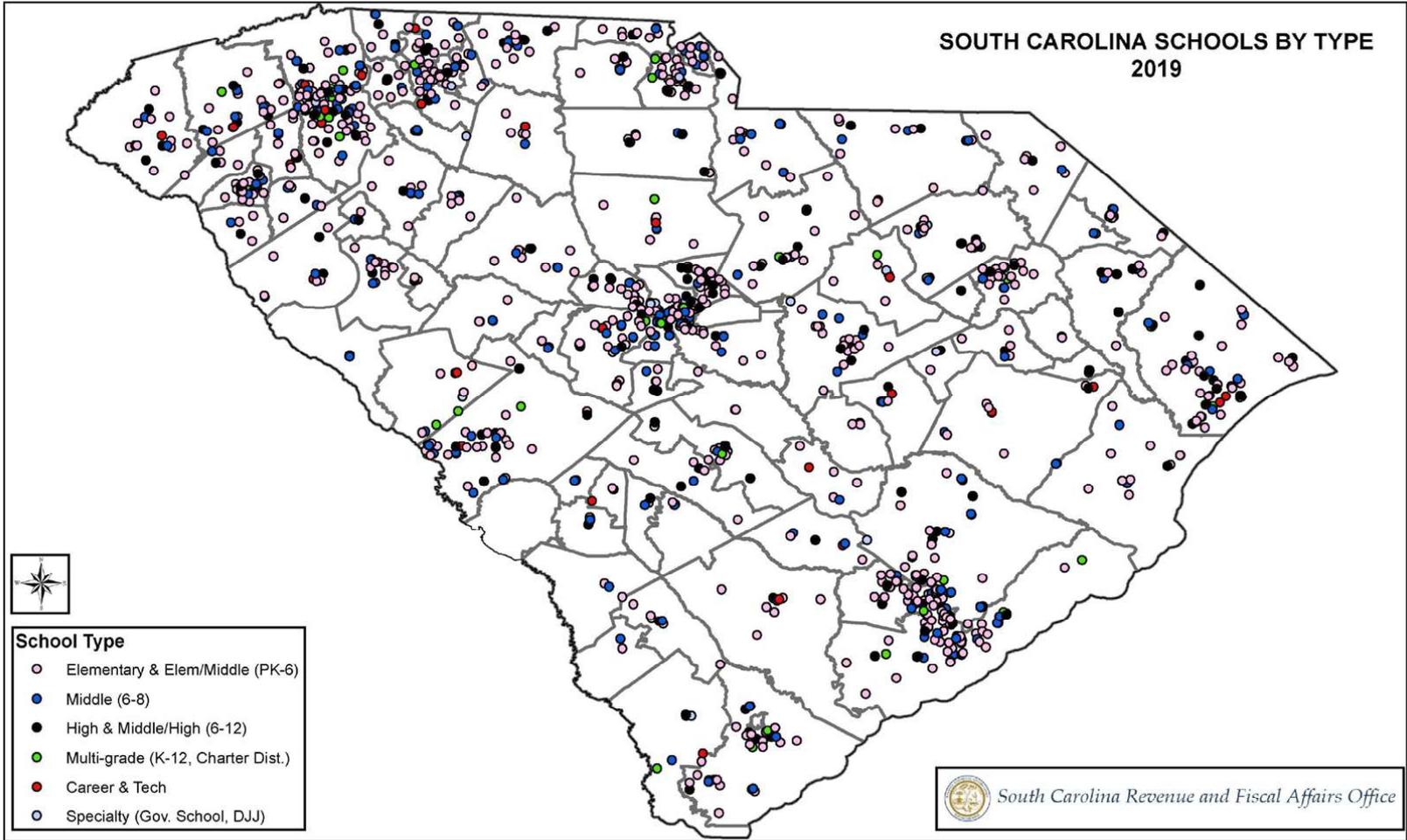
Status of Model

This section of the report is still under development. Data are being collected and reviewed for accuracy before an analysis can be conducted.

Analyses to be conducted:

1. Ranking of Total Expenditures for District Services and Per Pupil Expenditures for District Services by ADM
2. Compare Total Expenditures for Districts for groups of smaller districts to larger districts with a similar ADM total
3. Calculate ratio of Total Expenditures for District Services to Instruction Expenditures
4. Calculate ratio of total employees to certified instructional staff

The following charts show the distribution of schools around the state by type and examples of analyses to be conducted.



Examples – Comparison of District Services Expenditures by District Size

The following example shows one potential option for future comparisons of districts:

	ADM	Total District Services	Basic Program District Services	Total District Services Per Pupil	Basic Program District Services Per Pupil
Districts with 1,000 – 2,000 Students					
District A	1,150	\$2,550,173	\$2,233,770	\$2,218	\$1,942
District B	1,650	\$2,370,047	\$2,083,904	\$1,436	\$1,263
District C	1,960	\$3,184,573	\$2,896,026	\$1,625	\$1,478
Group 1 (Districts D & E) SIMILAR COST	2,000	\$3,006,726	\$2,750,567	\$1,503	\$1,375
<hr/>					
Districts with 10,000 – 15,000 Students					
District F	10,520	\$6,825,159	\$5,820,949	\$649	\$553
Group 2 (Districts G & H) HIGHER COST	11,140	\$10,243,795	\$8,896,568	\$920	\$799
Group 3 (Districts I & J) HIGHER COST	12,530	\$16,267,578	\$14,317,822	\$1,298	\$1,143
District K	12,760	\$7,620,771	\$6,313,366	\$597	\$495

* Examples developed from actual districts. Groups reflect total of districts in a county not currently consolidated.

Consolidation of Districts - Summary

Next Steps

1. Develop analyses of district expenditures and comparisons

Key Policy Issue

- *What other types of analysis of district consolidation should be conducted?*

Section VI – Long-term Focus

VI. Long-Term Focus

Item (g) - Methods to simplify estimating or projecting future education funding needs

Item (j) - Options to phase-in a higher percentage of state funding than is outlined in the Education Finance Act

Item (k) - Recommendations to phase in any funding changes over time and to estimate the cost to hold harmless local school districts during a transition to a new funding model

Status of Model

Items (g), (j), and (k) each relate to a long-term view of measuring, increasing, or transitioning education funding.

This report outlines a format that attempts to include the key variables affecting education expenses and funding, the expected growth in revenue, and the cost of implementing top priorities.

The details for items (j) and (k) needed to complete a long-term view will depend on the policy decisions and priorities.

Example - Three-Year Fiscal Outlook for Education Funding

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
BUDGET FACTORS				
Estimated Number of Students	720,316			
Budgeted Number of Teachers	TBD			
Total Number of Teachers	TBD			
Average S.C. Teacher Salary	TBD			
STATE REVENUES				
Estimated General Fund Revenue Growth*		\$274,500,000	\$339,300,000	\$317,100,000
One-third (one-fourth, one-half?) of Total Growth		\$91,500,000	\$113,100,000	\$105,700,000
Estimated Growth in EIA Revenue		\$34,700,000	\$36,200,000	
Estimated Growth in Property Tax Relief				
Trust Fund (School Portion)		\$33,488,000	\$33,748,000	\$35,002,000
STATE APPROPRIATIONS				
Enrollment Growth				
(Cost to Maintain Class Size, Employer Contributions)		\$?		
Teacher Salaries				
(a) One Percent Salary Increase		\$?		
(b) Additional Year on Salary Schedule for All Classes		\$?		
Other Education Programs		\$?		
Hold-harmless Provision		\$?		
Higher Percentage of State Funding		\$?		

Long-Term Focus (Summary)

Next Steps

1. Incorporate final analysis of model with updated data and feedback from stakeholders into long-term projections

Key Policy Issues

- *What other factors should be considered in long-term planning for education?*
- *What is the priority order for implementing any changes to funding among equity, teacher salaries, classroom size, or other goals?*

Next Steps - Timeline

- Briefings with individual stakeholders – in person meetings and online survey (May 2019)
- Receive feedback on policy decisions from stakeholders (May 2019)
- Verify expenditure and revenue details of key budget and worksheet categories (May – June 2019)
- Verify teacher and student count data (May – June 2019)
- Determine budgeting and needed resources of special education services in conjunction with federal funding requirements (May – June 2019)
- Finalize detailed analysis and impact (July – August 2019)
- Update Report (September 12, 2019)
- Prepare Budget Worksheet for FY 2020-21 Appropriation Act process (October 2019)
- Amend In\$ite and other fiscal reporting codes (Fall 2019)
- Expand analysis to school level (Summer 2020)

Appendix

APPENDIX

Additional Charts and Data

Summary of Current Funding Items vs. Model

1. Summary of Assumptions and Details in Current Funding Items to Model

Students and Teachers

2. Average Daily Membership – Regular School Districts and S.C. Public Charter District
3. South Carolina – Number Of Teachers, National Education Association Teacher Definition
4. South Carolina Student/Teacher Ratio, National Education Association Teacher Definition
5. South Carolina and Southeastern Average Teacher Salary Since FY 1989-90
6. FY 2016-17 Average Years of Teaching Experience by Degree

FY 2016-17 Expenditures and Revenues

7. Total Expenditures and Revenues for Instruction – FY 2016-17
8. Total Expenditures and Revenues for Facilities and Transportation – FY 2016-17
9. Total Expenditures and Revenues for District Services – FY 2016-17
10. Basic Program Expenditures for Instruction – FY 2016-17
11. Basic Program Expenditures for Facilities and Transportation – FY 2016-17
12. Basic Program Expenditures for District Services – FY 2016-17

Property Taxes

13. School District Property Tax Relief, FY 1995-96 to FY 2021-22
14. Total Millage Rate Increase Limitation on School Districts Since 2008- TY 2017
15. Constitutional General Obligation Debt Limitation – TY 2017, 8 Percent of Assessed Value in School District
16. Estimated Debt Service Millage Rate to Fund a \$20 Million Facility – TY 2017, Based on School Debt Millage

Summary of Assumptions and Details in Current Funding Items to Model

Current

Education Finance Act

- Base Student Cost of \$ 2,485 for FY 2018-19
- 26:1 Student Teacher Ratio
- 1 Superintendent, 1 Ass't Superintendent per 6,000 students
- 5 Secretaries per 6,000 students
- 1 Fiscal Officer per 6,000 students
- 1 Program Consultant per 750 students
- 1 - Principal, Secretary, Attendance, Librarian for 375 students
- 1 - Ass't Principal, Library Aide, Guidance if over 500 students
- Weights for students determine funding

Employer Contributions

- Social Security taxes, Health Insurance, Retirement
- (Average 70 on all employees, approximately 105,000)

Teacher Salary Supplement

- State supplement to EFA portion of State Minimum Salary

Property Tax Relief Funds

- Fixed, Formula, and Dollar for Dollar reimbursements

Model

Instruction

- Average cost of \$ 6,060 per pupil for basic program
- Salary and Employer Contribution for Certified Educators
- 50,000 Certified Personnel, Student Teacher Ratio 16:1
- May include other school staff and data issues are resolved
- No student weights; Funding determined by services

Facilities and Transportation

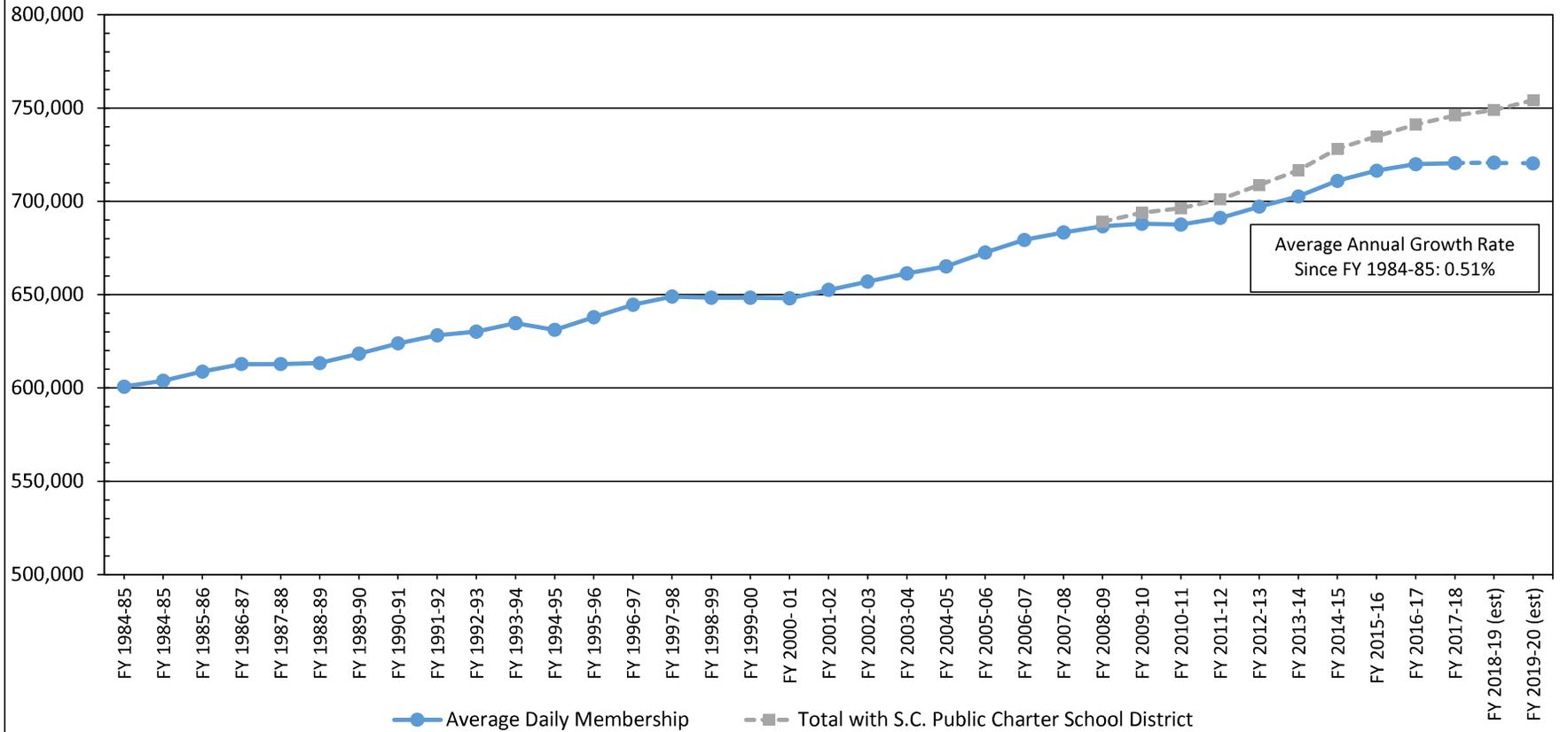
- School facilities, food services, transportation, and security
- Average cost of \$1,531 per pupil for basic program

District Services

- District Leadership, Operations, and Technology
- Average cost of \$692 per pupil for basic program

AVERAGE DAILY MEMBERSHIP

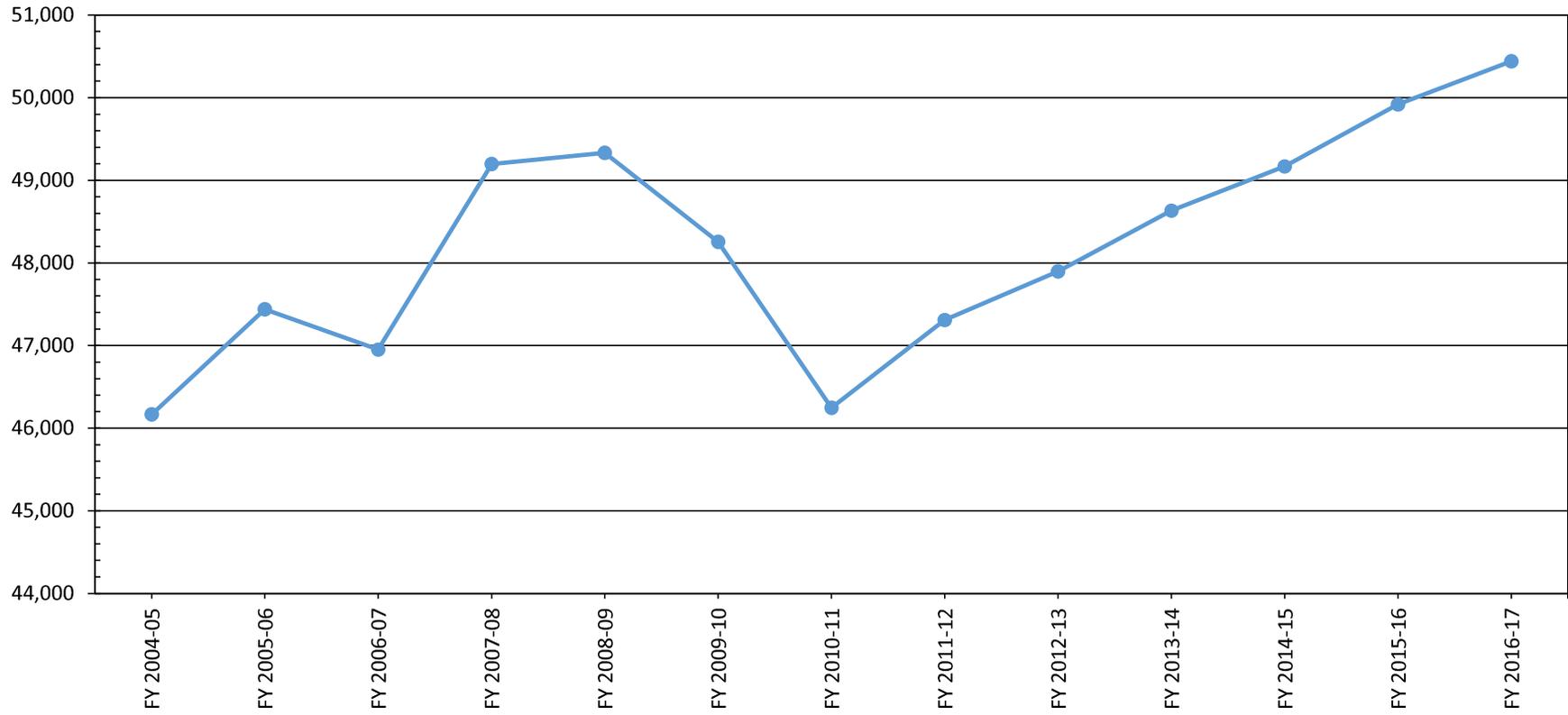
Regular School Districts and S.C. Public Charter District



Data Source: S.C. Revenue and Fiscal Affairs Office RFA/189

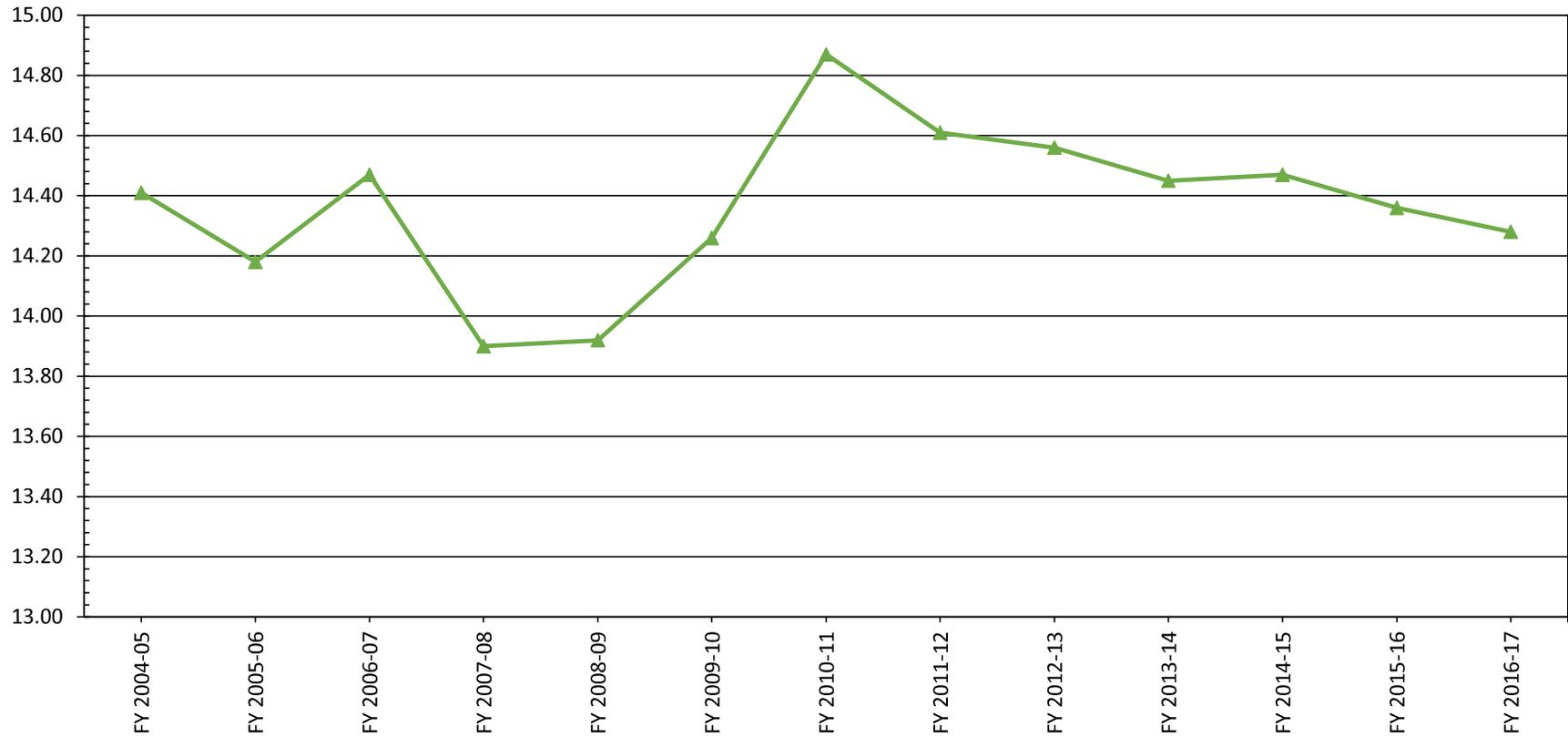
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SOUTH CAROLINA - NUMBER OF TEACHERS National Education Association Teacher Definition



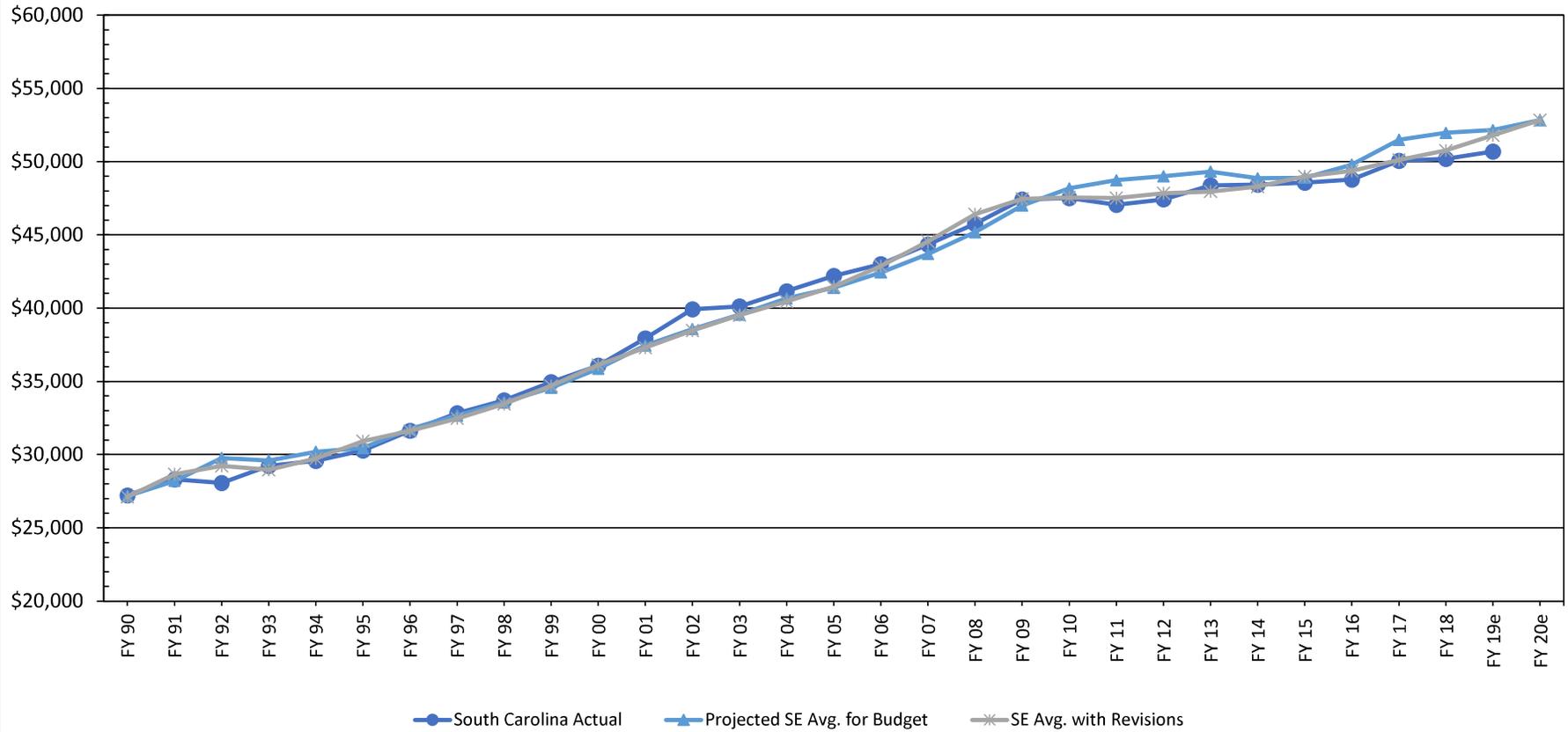
Data Source: National Education Association (NEA), FY 2006-07 figure is an estimate by NEA RFA/252

SOUTH CAROLINA STUDENT/TEACHER RATIO National Education Association Teacher Definition



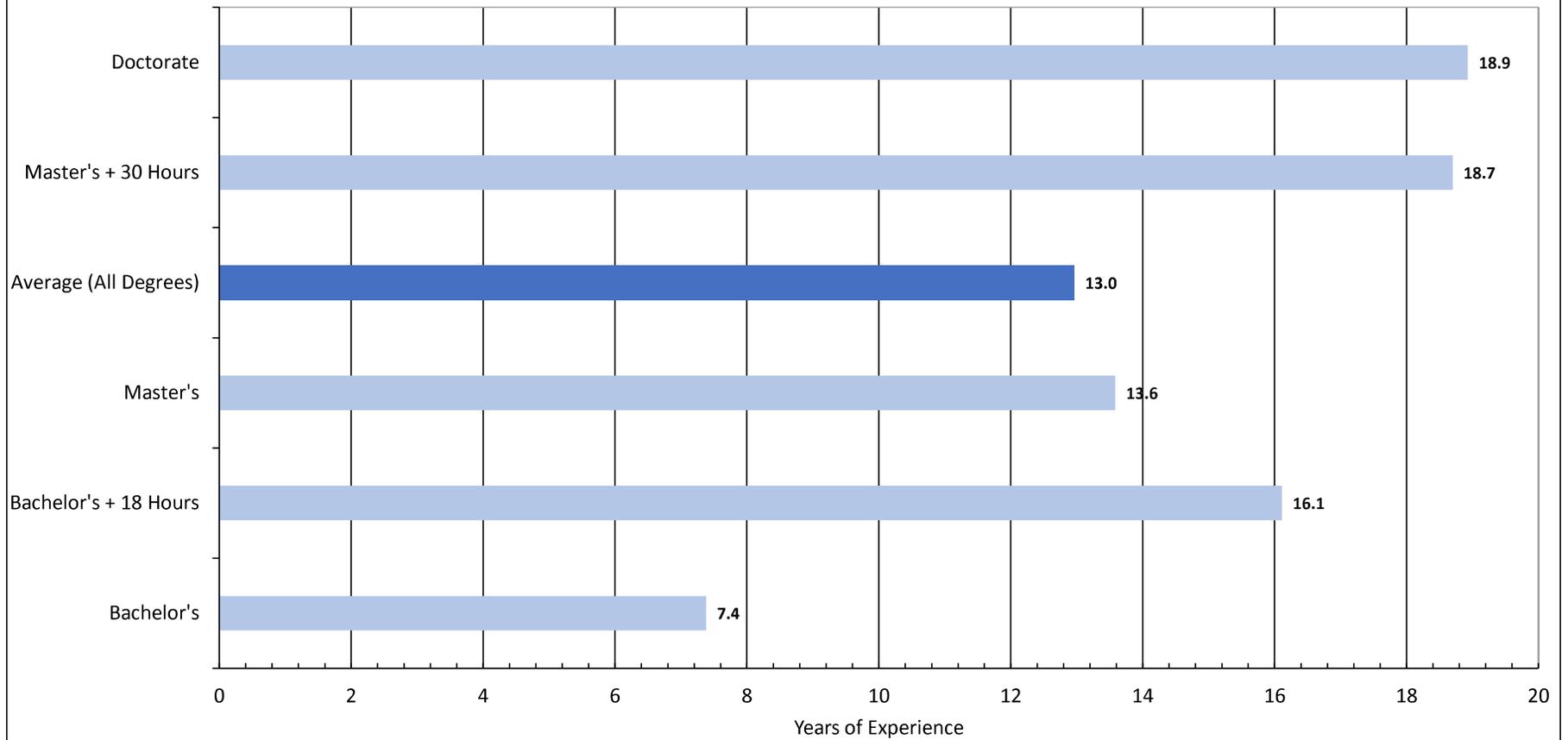
Data Source: National Education Association (NEA), FY 2006-07 figure is an estimate by NEA; S.C. Department of Education 135-day average daily membership RFA/252

SOUTH CAROLINA AND SOUTHEASTERN AVERAGE TEACHER SALARY Since FY 1989-90



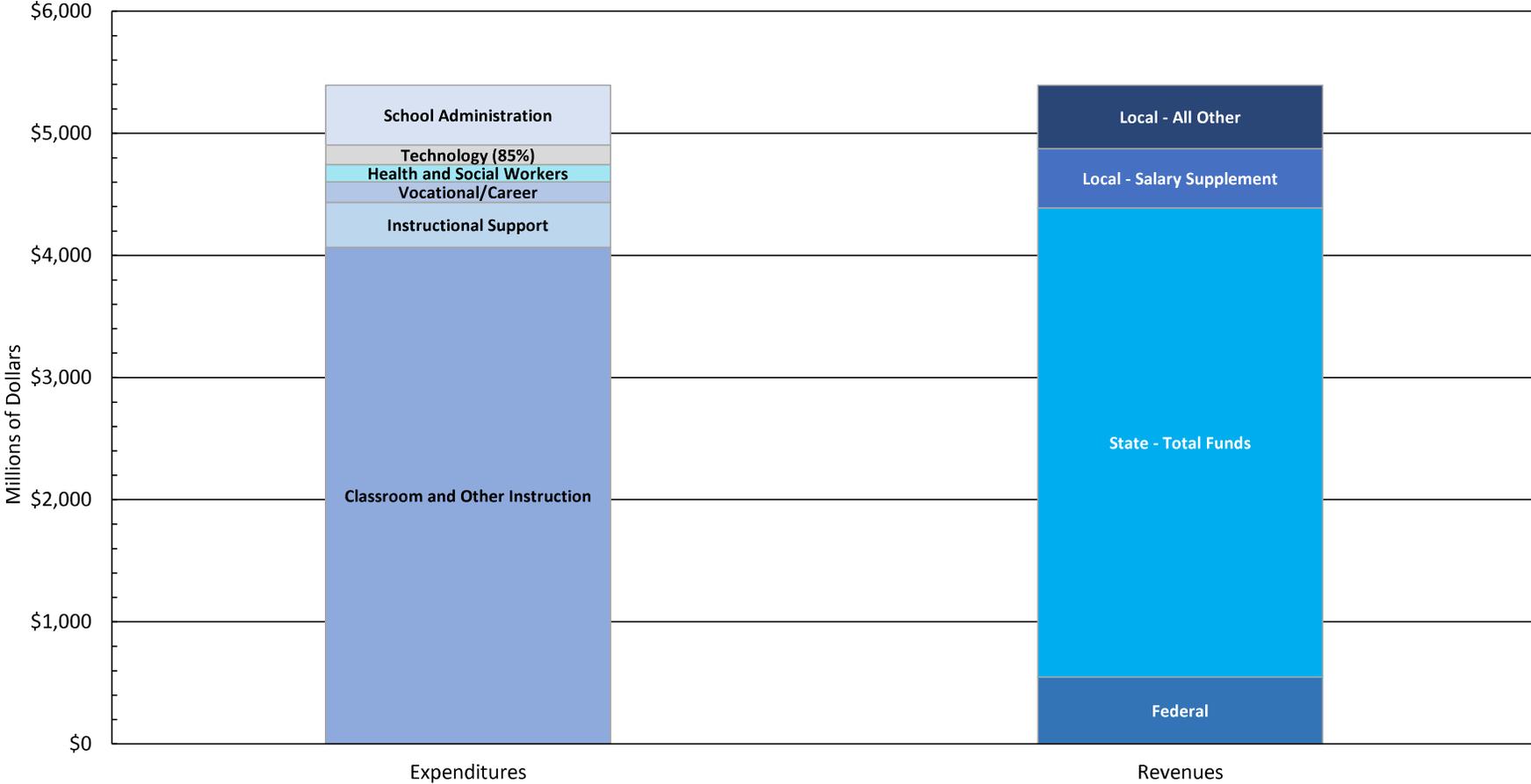
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/244

FY 2016-17 AVERAGE YEARS OF TEACHING EXPERIENCE BY DEGREE



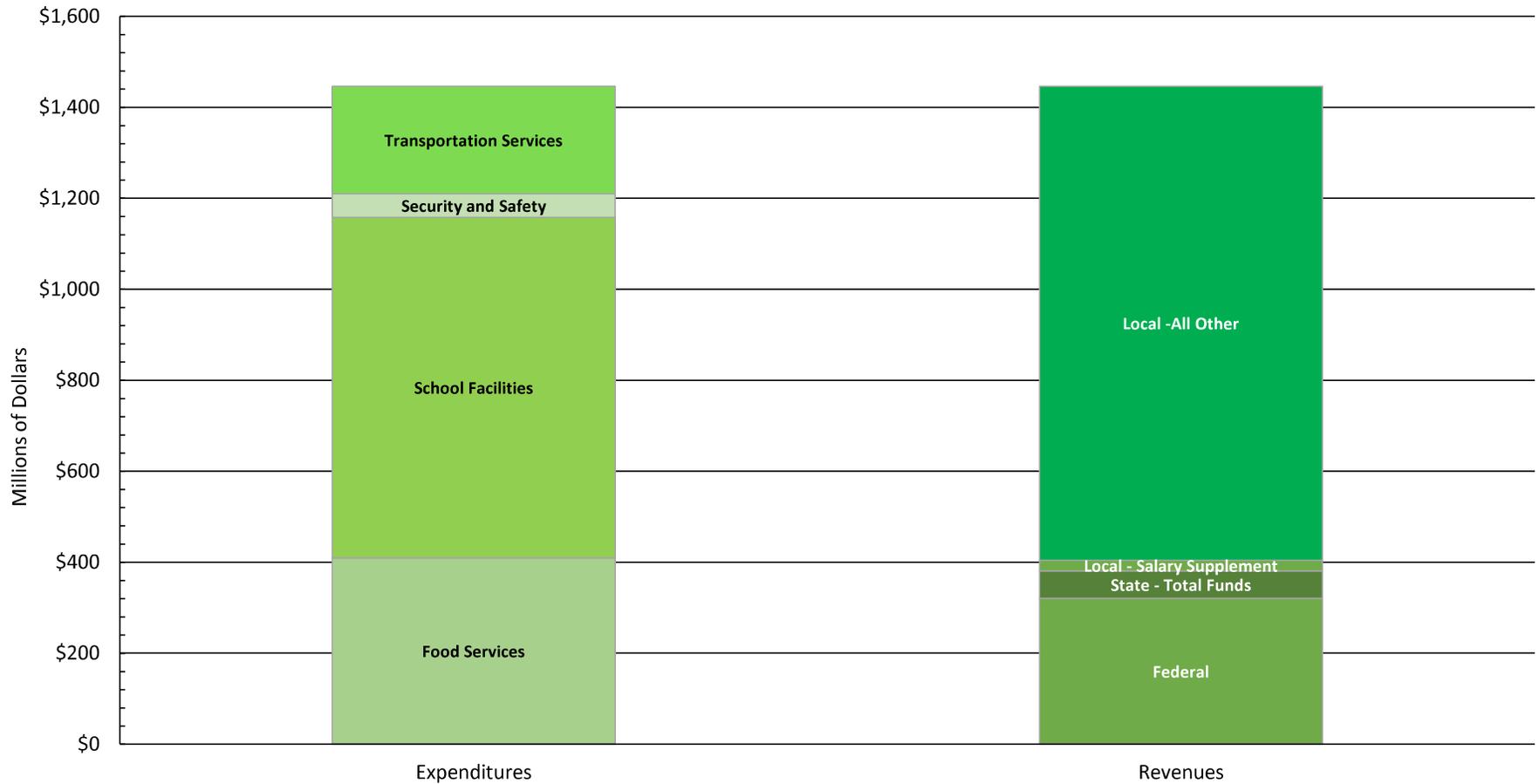
Data Source: S.C. Dept. of Education Professional Certified Staff Data; S.C. Revenue and Fiscal Affairs Office RFA/244

TOTAL EXPENDITURES AND REVENUES FOR INSTRUCTION - FY 2016-17



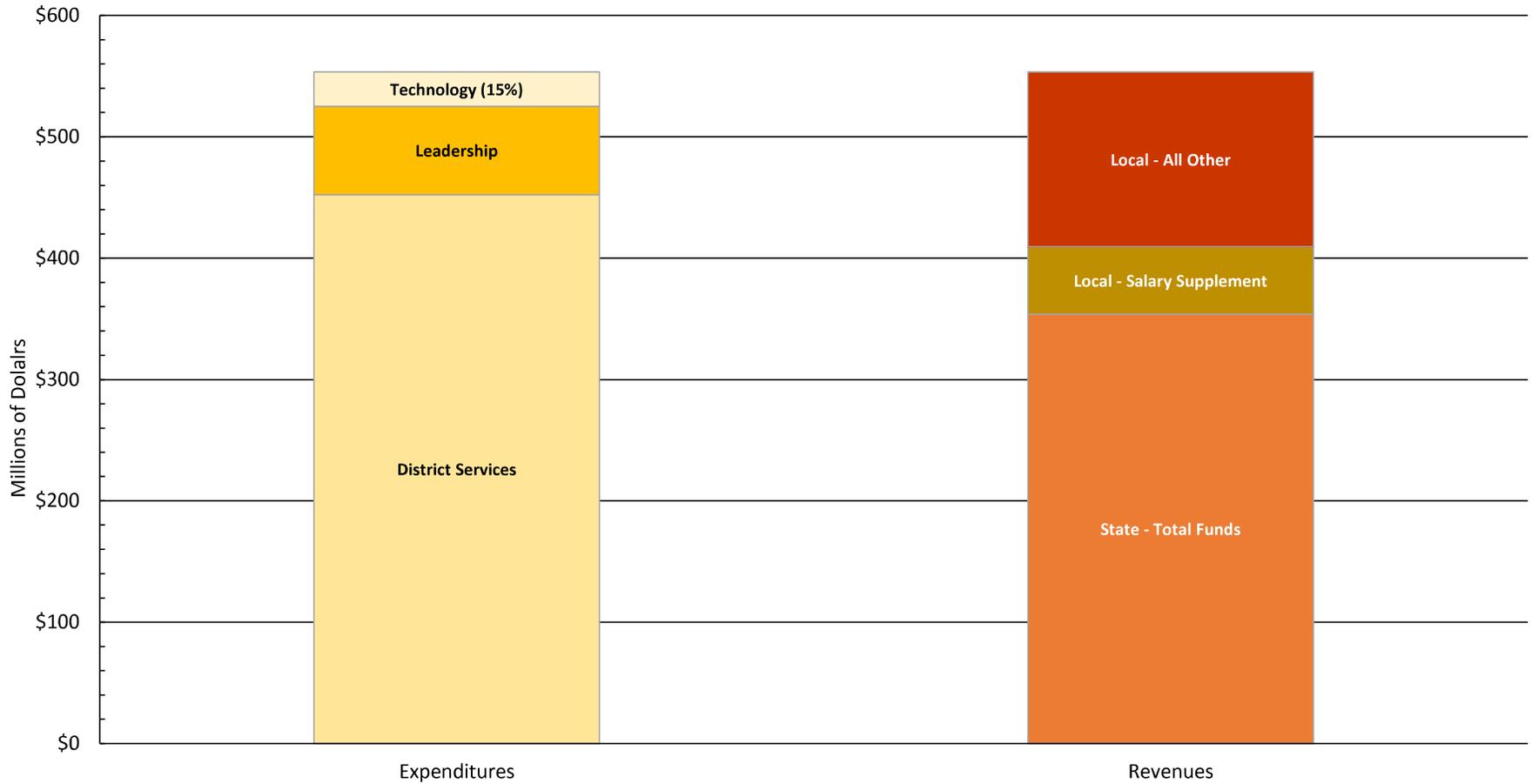
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/248

TOTAL EXPENDITURES AND REVENUES FOR FACILITIES AND TRANSPORTATION - FY 2016-17



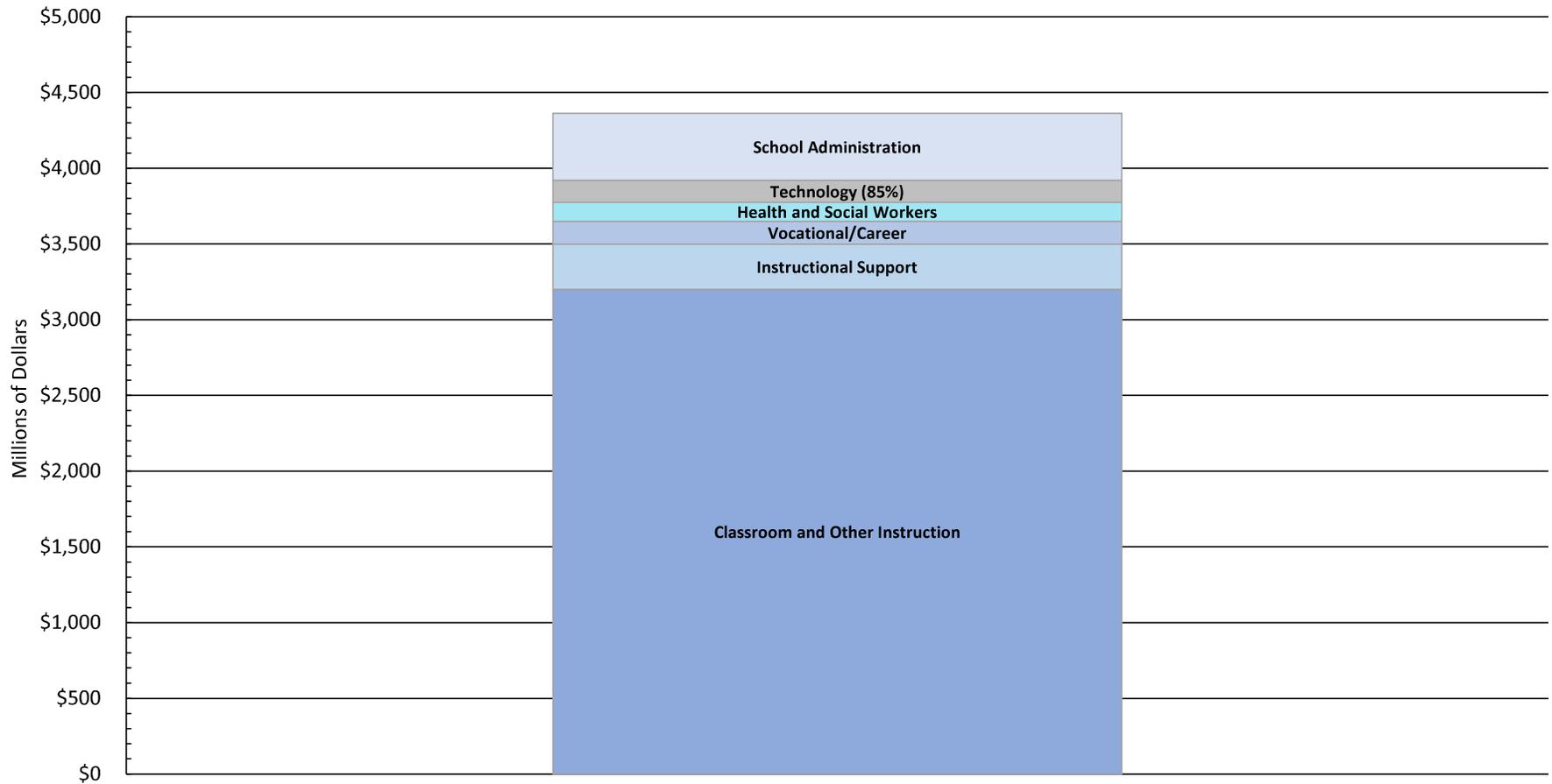
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/248

TOTAL EXPENDITURES AND REVENUES FOR DISTRICT SERVICES - FY 2016-17



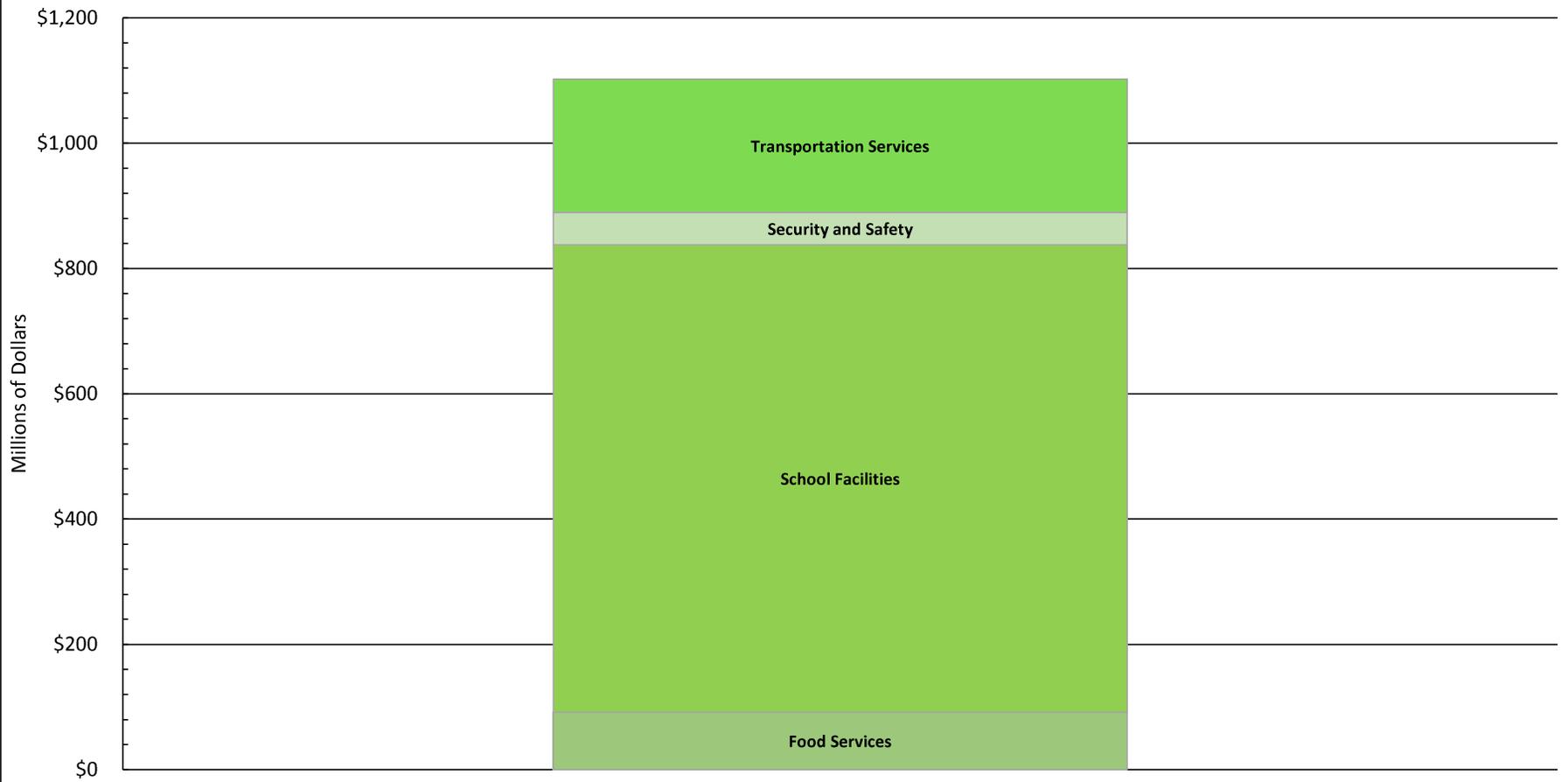
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/248

BASIC PROGRAM EXPENDITURES FOR INSTRUCTION - FY 2016-17



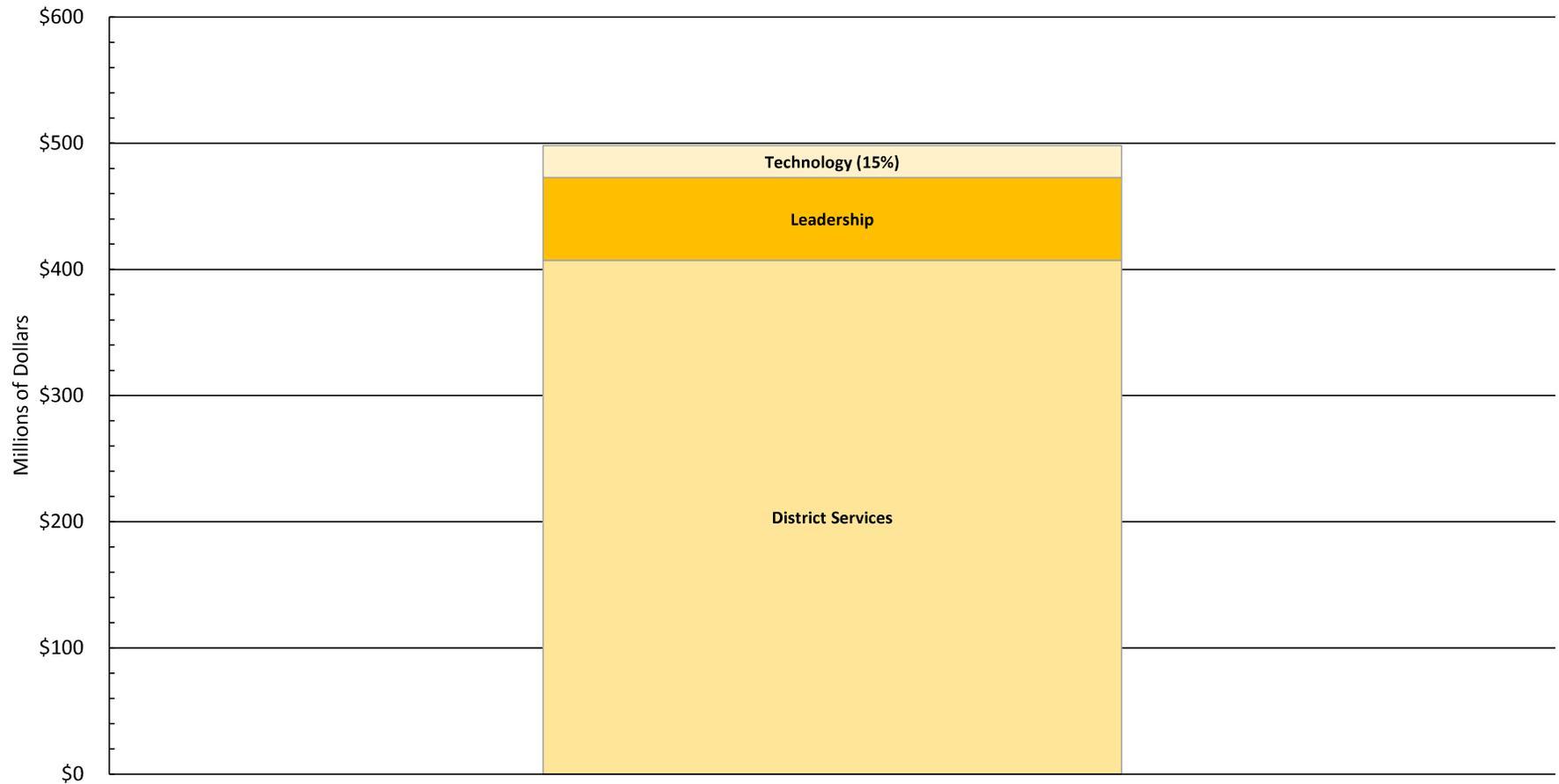
Data Source: S.C. Dept. of Education; calculations by S.C. Revenue and Fiscal Affairs Office RFA/248

BASIC PROGRAM EXPENDITURES FOR FACILITIES AND TRANSPORTATION - FY 2016-17



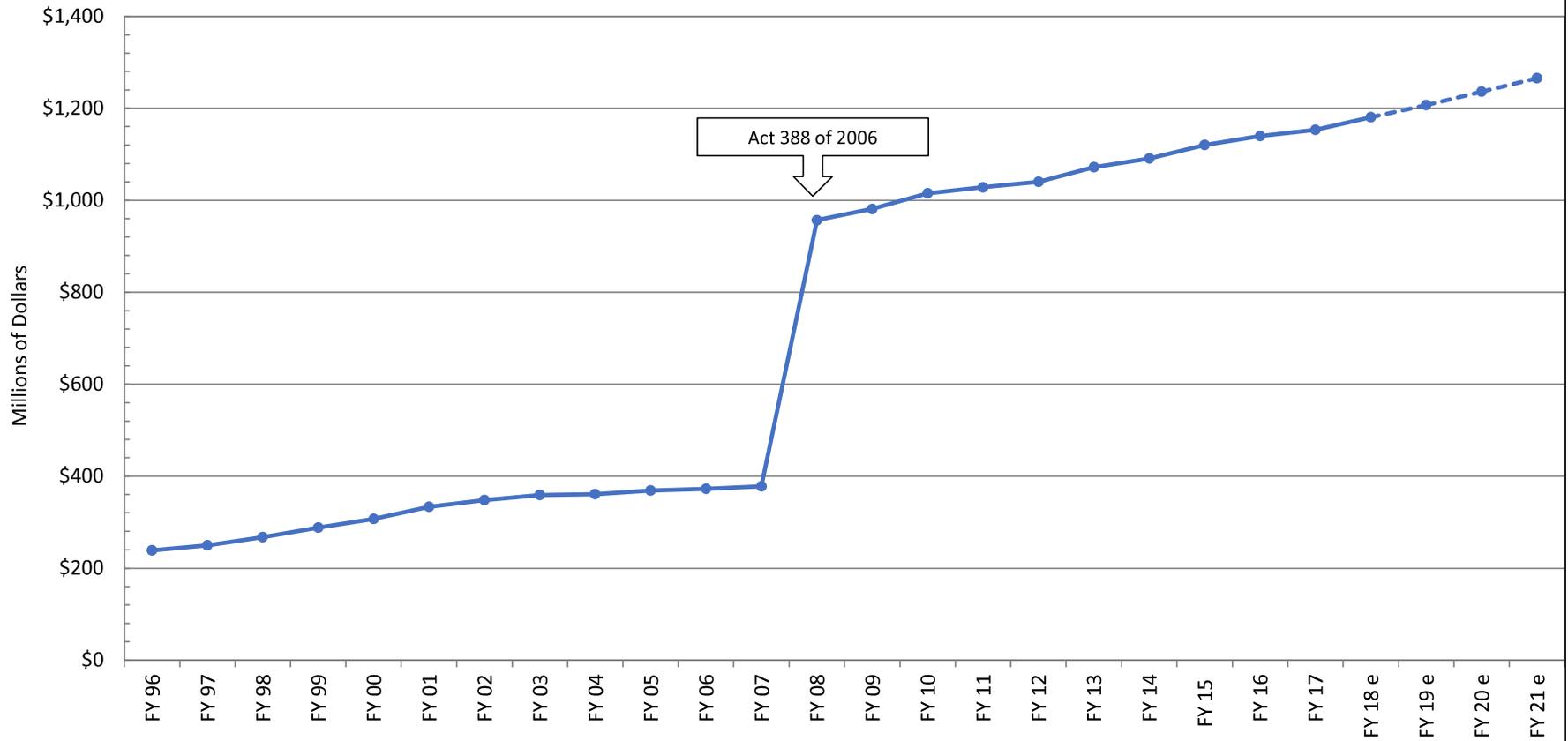
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/248

BASIC PROGRAM EXPENDITURES FOR DISTRICT SERVICES - FY 2016-17



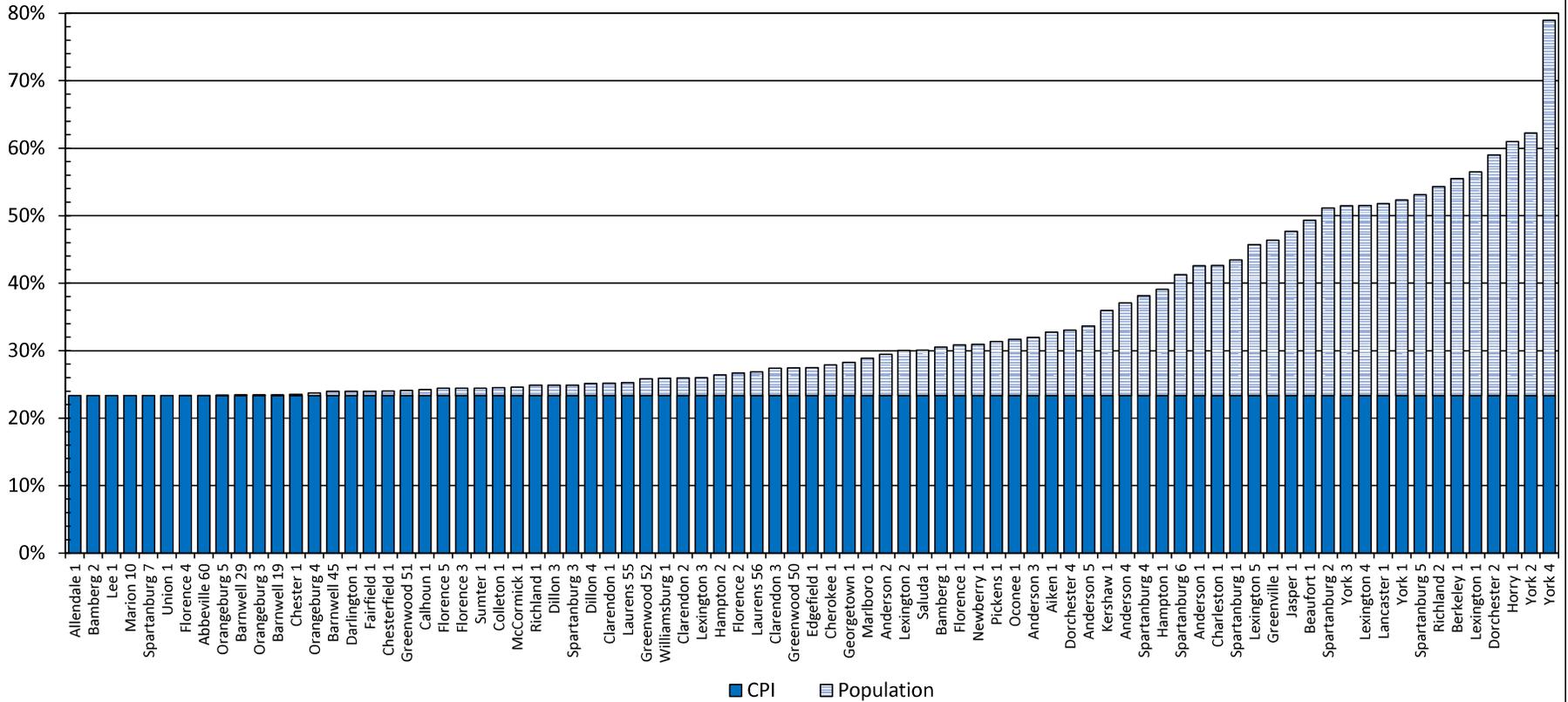
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/248

SCHOOL DISTRICT PROPERTY TAX RELIEF FY 1995-96 to FY 2021-22



Data Source: S.C. Dept. of Revenue, Tax Collections by County; S.C. Revenue and Fiscal Affairs Office, Local Government Finance Report RFA/254

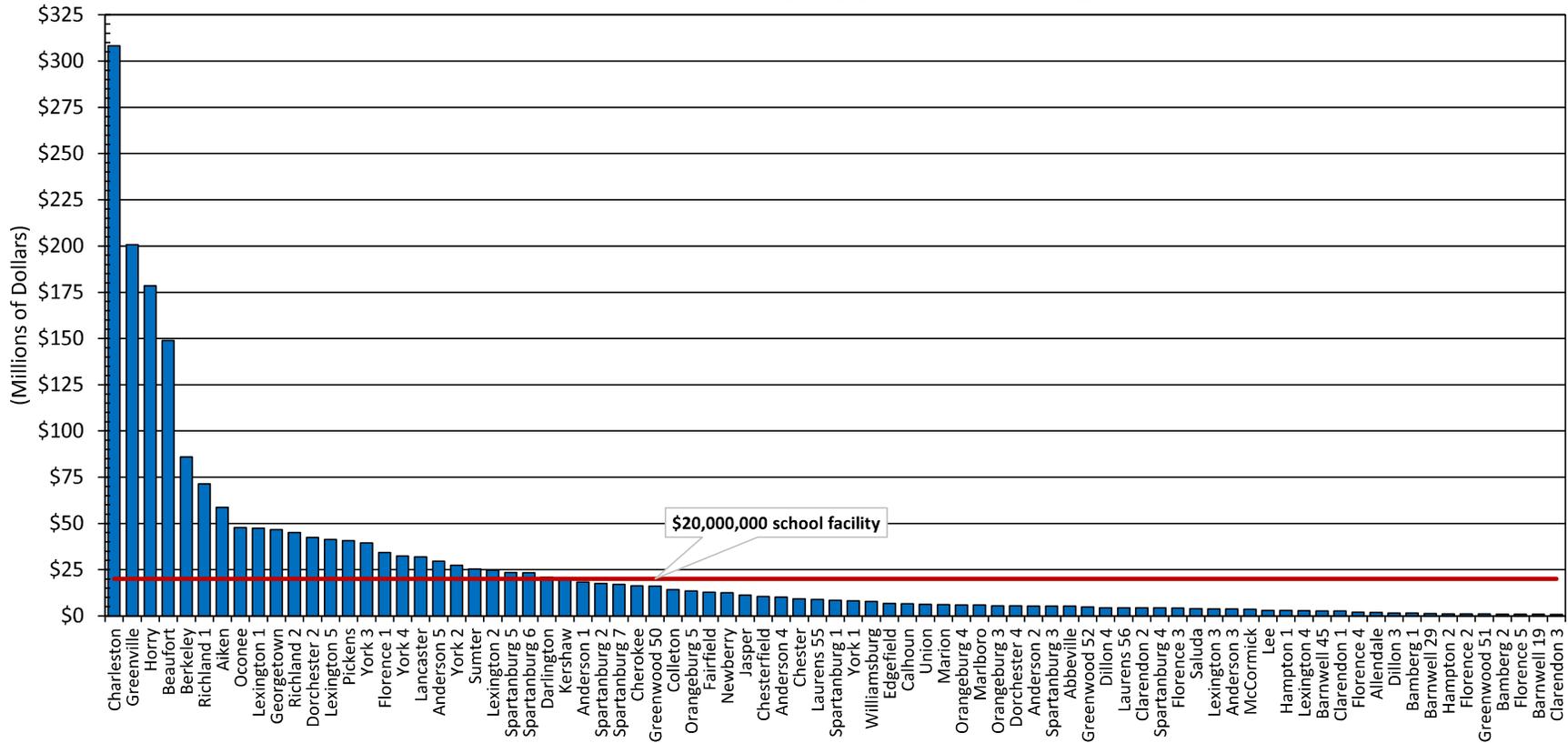
TOTAL MILLAGE RATE INCREASE LIMITATION ON SCHOOL DISTRICTS SINCE 2008 - TY 2017



/a Dillon School Districts 1 and 2 merged to create Dillon School District 4 in FY 2012
 /b Marion School Districts 1, 2, and 7 merged to create Marion School District in FY 2013
 /c Sumter School Districts 2 and 17 merged to create the Sumter School District in FY 2011
 The population factor for these consolidated school districts is estimated as if these districts had merged prior to FY 2007-08.

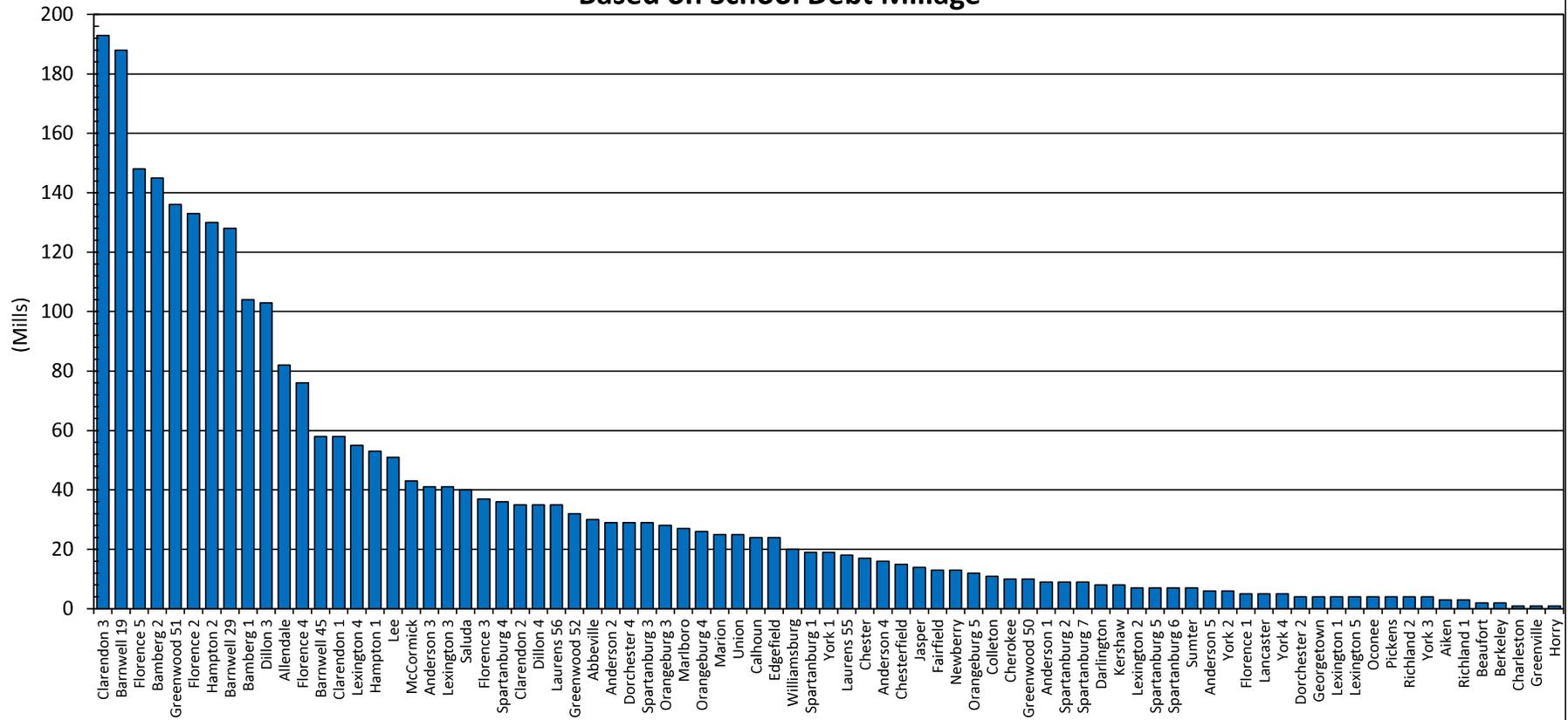
Data Source: S.C. Revenue and Fiscal Affairs Office RFA/223

CONSTITUTIONAL GENERAL OBLIGATION DEBT LIMITATION - TY 2017 8 Percent of Assessed Value in School District



Data Source: S.C. Department of Revenue Index of Taxpaying Ability; Calculations by RFA RFA/251

ESTIMATED DEBT SERVICE MILLAGE RATE TO FUND A \$20 MILLION FACILITY - TY 2017 Based on School Debt Millage



Note: Based on 5% interest and a 15 year repayment schedule
 Data Source: S.C. Department of Revenue Index of Taxpaying Ability; Calculations by RFA RFA/245

List of Key Policy Issues

Overall

- *What standards or programs should be included or amended to align model with goals for providing a 21st century education?*
- *What specific state laws or regulations should be considered in determining district flexibility?*

I. Current Status

- *Are the Instruction, Facilities and Transportation, and District Services categories comprised of the appropriate spending items?*
- *What types of expenses should be funded by the state, state and local, or local?*

II. Budgeting Issues

- *What costs should be included in estimating cost of a teacher for the basic program?*
- *Should state appropriations be used to help fund salaries or employer contributions for local district decisions above the basic program?*
- *What types of expenses are state, state and local, or local?*
- *What services can or should be shared and how can the state identify and encourage best practices for providing district services?*
- *What spending flexibility should districts have with regard to budgeted expenditures?*
- *To which specific education categories should Property Tax Relief funds be allocated?*
- *Under this model, funding for the additional EFA add-on weights will be reallocated in the following manner:*
 - *Poverty – lower class size*
 - *Should other current EFA add-ons be addressed? If so, how should these services be measured and allocated?*
(Other current add-ons: Academic Assistance, Gifted and Talented, Limited English Proficiency, and Dual Credit Enrollment)
- *Is dual-credit enrollment a public education or a technical college expense?*

III. Accountability, Flexibility, and Transparency

- *What are the accountability expectations of the stakeholders?*
- *How much flexibility should be given regarding state funding?*
- *What is the timing for implementation of modifications to accounting systems and reporting given the substantial changes under consideration?*

IV. Competitive Workforce for Teachers

- *What is an appropriate measure for determining a competitive wage for teachers compared to other professions? Total salary, salary per day, average hourly wage?*

- *Should the state minimum salary schedule be extended beyond twenty-three years? How many years?*
- *The current state minimum salary schedule has different salaries based upon level of education. The salary difference between the lowest and highest classes is forty percent, while years of experience is not weighted as heavily. Is the difference in salary schedule among class of teachers acceptable or does it need to be adjusted?*
- *What occupational wage categories, other than the average state wage, should be used for comparing average teacher salaries in SC?*
- *Should options be included to address potential costs for changes to working conditions, such as more planning or free time?*

V. Consolidation of Districts

- *What other types of analysis of district consolidation should be conducted?*

VI. Long-term Focus

- *What other factors should be considered in long-term planning for education?*
- *What is the priority order for implementing any changes to funding among equity, teacher salaries, classroom size, or other goals?*

Other Appendix Items



(e) Options for standards or measures of fiscal accountability for funding categories as recommended by the South Carolina Department of Education and *options for standards or measures of student performance accountability as recommended by the South Carolina Education Oversight Committee*; and

The South Carolina Education Oversight Committee (EOC) recognizes that the statutory objective of the state's public education is ensure that all children have the opportunity to graduate with the knowledge, skills and characteristics to be college, career and civic ready as defined in the *Profile of the South Carolina Graduate* pursuant to Section 59-1-50 of the South Carolina Code of Laws. Measuring whether our state, school districts and schools are provided the opportunity with the financial resources provided will require establishing metrics and goals at the state, district and school levels.

The following are metrics that the Governor and General Assembly should consider in establishing a student performance accountability system. The metrics are based upon the existing accountability system that evaluates the performance of our public education system using multiple indicators as required by both federal and state laws. The metrics also include those specifically identified in Section 59-18-1950 of the South Carolina Code of Laws enacted with Act 94 (H.3969) of 2017. Furthermore, all metrics, where available, should be disaggregated by race, socioeconomic status, and other subgroups such as students with disabilities and English language learners to ensure that South Carolina is addressing the educational needs of all students.

At the state and district levels, the metrics focus on the goal of creating a 21st century workforce. At the school level (primary, elementary, middle, and high schools), the EOC would recommend evaluating school performance against the same indicators reported on the annual school report cards. These indicators focus on preparing students with the skills and opportunities to succeed in a 21st century economy. While the state currently collects financial data at the district level, the EOC acknowledges that a financial data system at the school-level must be created. The EOC cannot overemphasize the importance of having financial data at the school level where accountability for student performance can be best measured.

Metrics for Student Performance at:

State Level:

- Percentage of five-year-olds entering public kindergarten ready to learn;
- Percentage of 3rd, 5th, and 8th graders who are meeting or exceeding grade-level standards in English language arts (ELA).reading and mathematics based on state summative assessments;
- Percentage of 4th and 8th graders scoring Proficient and above and scoring Basic and above on reading and mathematics as documented by the National Assessment of Educational Progress (NAEP);
- Percentage of students graduating from public high schools who enter postsecondary education without the need for remediation;
- Percentage of working-aged adults by county who possess a postsecondary degree or industry credential; and
- Percentage of high school graduates who are gainfully employed in the State within five and ten years of graduating from high school.

School District Level:

- Percentage of 3rd, 5th, and 8th graders who are meeting or exceeding grade-level standards in ELA/reading and mathematics based on state summative assessments;
- Percentage of students graduating within four years;
- Percentage of students graduating within four years who are deemed college or career ready;
- Percentage of students graduating who enter postsecondary education without the need for remediation; and
- Percentage of high school graduates who are gainfully employed in the State within five and ten years of graduating from high school.

School Level:

- Academic Achievement or the percentage of students at or above grade level in ELA/reading and mathematics as measured by summative assessments, end-of-course assessments, or other valid and reliable measures;
- Student Progress or the academic growth of students in ELA/reading and mathematics;
- Graduation Rate or the percentage of students graduating on-time;
- College/Career Readiness or the percentage of high school graduates deemed college or career ready;
- Percentage of students graduating who enter postsecondary education without the need for remediation; and
- Percentage of high school graduates who are gainfully employed in the State within five and ten years of graduating from high school.

Furthermore, the EOC would encourage policymakers to consider the work of the Maryland Commission on Innovation and Excellence in Education, commonly referred to as the Kirwan Commission.¹ After three years of discussion and analysis, the Kirwan Commission issued in January of 2019 its Interim Report containing policy and funding recommendations to address the quality, access and effectiveness of the state's preK-12 education with a focus on transforming the formula for school funding. The objective of the Kirwan Commission was to ensure that "every student in Maryland should have access to educational experiences and opportunities that enable them to reach their full potential and be ready for success in college and a rewarding career by the end of high school."

The Kirwan Commission addressed governance and accountability. The Commission noted that "*how* funds for education are spent is at least as important as *how much* is spent in determining student achievement and funding equity." To this objective the Commission recommended the creation of an Independent Oversight Board with authority to develop a comprehensive plan to implement the Commission's recommendations. Currently, the Maryland General Assembly is debating Senate Bill 1030 to codify many of the recommendations of the Commission, including the creation of the Maryland Office of the Inspector General of Education.

And, in collecting school-level financial data, the EOC would recommend reviewing the school funding reports published by the Texas Education Agency. At the school-level, information is collected and reported at three levels: (1) the object level by payroll, other operating and equipment/supplies; (2) the function level by instruction, curriculum/staff development, health services, guidance/counseling, food, etc.; and (3) the program or student classification level such as regular, gifted and talented, career and technical, students with disabilities, etc.

¹ Interim Report. Maryland Commission on Innovation and Excellence in Education. January 2019.
<http://dls.maryland.gov/pubs/prod/NoPb/TabMtg/CmsnInnovEduc/2019-Interim-Report-of-the-Commission.pdf>.



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Recommendation for FY 2020 Contract Renewals

Council Committee:

Finance Committee

Meeting Date:

June 3, 2019

Committee Presenter (Name and Title):

Dave Thomas, Purchasing Director

Issues for Consideration:

In order to improve our process for renewing annual contracts I have provided a summary sheet (see the attached excel sheet) for your committees review and approval. The summary sheet provides the vendor name, purpose, department, account name and number, prior and current contract cost, term, and remarks. The Department Head responsible for the contract or their representative will be available for questions during the Committee meeting.

Points to Consider:

Funds are requested by each department for approval in the FY2020 budget.

Funding & Liability Factors:

See the attached excel sheet for funding information.

Council Options:

Approve or disapprove the contract renewals.

Recommendation:

The Purchasing Department recommends that the Finance Committee approve and recommend to County Council, approval of the contract renewals (Items 1-25) as stated in the attached summary.

	Vendor	Purpose	Department	Account	FY 2020 Cost	FY 2019 Cost	Term (Beg/End)
1	Republic Waste Services	Solid Waste Hauling	Solid Waste	10001340-51165 10001340-5116A	\$1,910,000	\$1,800,000	7/1/2019 thru 6/30/2020
2	Waste Management (Hilton Head Hauling)	Hauling and Processing of recyclables at convenience centers	Solid Waste	10001340-51167	\$640,000	\$640,000	7/1/2019 thru 6/30/2020
3	Southern Health Partners Chattanooga, Tennessee	Healthcare Services for County Detention Center Inmates	Detention Center	Medical/Dental Services 10001250-51190	\$619,470.60	\$681,428	7/1/2019 thru 6/30/2020
Notes: Estimated costs due to volume demanded of this service depends on various factors throughout each fiscal year. Fiscal Year 2020 cost also includes \$80,000 annual outside cost pool limit that may or may not be expended throughout the fiscal year.							
4	Oakwood Landfill Waste Management Ridgeland, South Carolina	Disposal of Class II Waste	Solid Waste	10001340-51166	\$355,000	\$350,000	7/1/2019 thru 6/30/2020
5	Titan Aviation Charlotte, North Carolina	AVGAS and Jet Fuel for Resale	Lady's Island Airport	Purchases - Fuels 51000011-58000	\$302,000	\$324,000	7/1/2019 thru 6/30/2020
Notes: Beaufort County (Lady's Island) Airport purchases this fuel for resale. Fiscal Year 2020 estimated revenue (as of 5/28/19) related to the resale of this fuel \$477,290							
6	Summit Food Service (formerly ABL Management) Atlanta, Georgia	Food Service Program for the BC Detention Center	Detention Center	10001250-51200	\$300,000	\$300,000	7/1/2019 thru 6/30/2020
Notes: Fiscal Year 2020 estimated cost includes approximately \$0.03 per meal price increase or 2.8% which is the CPI - Food Away increase as of December 2018.							
7	South Data Mount Airy, North Carolina	Printing and Mailing Services for the Treasurer's Office (property tax bills)	Assessor Treasurer	10001340-51167	\$300,000	\$300,000	9/1/2019 thru 8/31/2020
Notes: Addendum to contract: contract management will go through Treasurer's office only. FY20 cost is estimation.							
8	Automated Business Resources (ABR) Savannah, Georgia	Provide Photocopier/Multifunction Printer Lease and Print Management Services for BC	MIS	Various Departments	\$230,351	\$210,000	4/30/2019
Notes: cost is based on 107 copy machines by Konica Minolta and 80 service printers. Monthly lease and a cost per copy apply							
9	South Coast Resources, Inc.	Yard waste recycling services	Solid Waste	10001340-51166	\$212,000	\$192,000	7/1/2019 thru 6/30/2020
10	Manatron (Aumentum)(Thomson Reuters) Chicago, Illinois	Property Assessment and Tax Software and Support for the Assessor, Auditor and Treasurer's Offices	Assessor Auditor Treasurer	Maintenance Contracts 10001152-51110	\$207,043.97	\$199,081	7/1/2019 thru 6/30/2020
Notes: up to a 4% increase due to software support and software upgrades							

11	Clarke Mosquito Control Products, Inc. St. Charles, Illinois	Public Health Insecticide for Mosquito Control	Mosquito Control	Public Health Products 10001400-52320	\$206,236.60	\$207,258	8/1/2019 thru 7/31/2020
Notes: Estimated costs due to volume demanded of this service depends on various factors throughout each fiscal year.							
12	Beaufort County Open Land Trust Beaufort, South Carolina	Rural and Critical Land Preservation Program Consulting Services	Planning	Professional Services 45000011-51160	\$179,000	\$179,000	7/1/2019 thru 6/30/2020
13	EMS Management and Consultants Lewisville, North Carolina	Billing Services for BC EMS	EMS	10000001-44220	\$168,714.82	\$168,714.82	7/1/2019 thru 6/30/2020
Notes: Per contract, not to exceed (NTE) \$190,000. Fiscal Year 2020 is estimated.							
14	Tyler Technologies Dallas, Texas	Annual support and license agreement for Munis	Finance Purchasing Business License Employee Services Building Codes Local Accomm. Tax Hospitality Tax Admission Fees	Maintenance Contracts 10001111-51110 10001116-51110 10001134-51110 10001160-51110 10001260-51110 20010011-51110 20020011-51110 20100011-51110	\$147,878.72	\$140,046	7/1/2019 thru 6/30/2020
Notes: FY20 price increase due to added licenses							
15	Cisco Smart Net (NWN)	provides call in support and maintenance for our Networks/Switches	MIS	10001150-51110	\$144,038.33	\$167,809.03	7/1/2019 thru 6/30/2020
16	Tyler Technologies Dallas, Texas	Annual support and license agreement for EnerGov SaaS	Finance Purchasing Business License Employee Services Building Codes Local Accomm. Tax Hospitality Tax Admission Fees	Maintenance Contracts 10001111-51110 10001116-51110 10001134-51110 10001160-51110 10001260-51110 20010011-51110 20020011-51110 20100011-51110	\$133,265.32	\$140,046	7/1/2019 thru 6/30/2020
17	Beaufort County Disabilities and Special Needs (DSN)	Janitorial Services for Buckwalter, Burton St. Helena Library	PALS	10001600-51210	\$108,261	\$116,224	7/1/2019 thru 6/30/2020
Notes: Fiscal Year 2020 decrease due to removal of Senior Center at Burton Wells and the Senior Room in Bluffton that is no longer on contract.							
18	Hilton Head Humane Association (SNAC: SPAY/NEUTER) Hilton Head, South Carolina	Provides Veterinary and Spay/Neuter Services for the County Animal Shelter	Animal Services	Professional Services Spay/Neuter 10001270-51160 10001270-51165	\$100,000	\$100,000	7/1/2019 thru 6/30/2020
Notes: The process of restitution is intended to help offset the cost of this service. The County receives a small percentage of the actual cost via restitution through the court process.							
19	C2G	Waste tire hauling/recycling	Solid Waste	23450011-51160	\$98,400	\$94,500	7/1/2019 thru 6/30/2020

20	Pictometry International Corporation Rochester, New York	License Image Software/Aerial Photos	GIS/MIS	Aerial Photos 10001152-51250	\$90,409.26	\$85,291.75	7/1/2019 thru 6/30/2020
Notes: FY20 price due to 4th year of contract rate							
21	Mauldin & Jenkins	Audit Services and CAFR Services	Finance	10001100-51160 10001111-51160	\$78,000.00	\$78,000	7/1/2019 thru 6/30/2020
Notes: Single Audit of federal expenditures, Agreed Upon Procedures for BCDSN, Passenger Facility Charge (PFC) Audit for the HH Airport and CAFR services.							
22	USI Insurance Services (formally Wells Fargo)	Benefit Consulting Services	Employee Services	10001160-51160	\$66,950.00	\$66,950	7/1/2019 thru 6/30/2020
23	Andrews Technology NOVATIME	NOVATIME Annual Maintenance and Hosting	Employee Services	10001160-51160	\$63,948.00	\$63,948	7/1/2019 thru 6/30/2020
24	South Carolina Judicial Department Columbia, South Carolina	Court Management System Support	Clerk of Court Magistrate	Maintenance Contracts 10001030-51110 10001081-51110	\$60,000.00	\$60,000	7/1/2019 thru 6/30/2020
25	New Vision Systems New Canaan, Connecticut	Official Records Software and Maintenance Support	Register of Deeds	Maintenance Contracts 10001122-51110	\$52,048.00	\$52,048	7/1/2019 thru 6/30/2020
26	SHI	Microsoft Enterprise Agreement	IT	Maintenance Contracts 10001150-51110	\$230,447.00	\$205,769	7/1/2019 thru 6/30/2020
27	Verizon Wireless	Countywide Mobile Devices	IT	Various Departments	\$405,000.00	\$405,000	7/1/2019 thru 6/30/2020

From: [Carter, Cindy](#)
To: [Myers, Marlene](#)
Subject: RE: Agenda Item Summary Sheet022019.pdf
Date: Tuesday, May 28, 2019 11:51:21 AM
Attachments: [image001.png](#)

2

Used costs to date and the FY20 proposed budget submitted

From: Myers, Marlene <TMyers@bcgov.net>
Sent: Tuesday, May 28, 2019 11:50 AM
To: Thomas, Dave <dthomas@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>
Subject: RE: Agenda Item Summary Sheet022019.pdf

Cindy, how were you notified of the price increases? Can you send me the documentation so we can have as backup?

C2G FY19 \$94,500 FY20 \$98,400
CARE – currently posted IFB 053019
Dolphin Shared Management FY19 \$124,008 FY20 \$126,432
Republic FY19 \$1,800,000 FY20 \$1,910,000
South Coast FY19 \$192,000 FY20 \$212,000
Strickland FY19 \$68,000 FY20 \$68,000
Waste Management (Hilton Head Hauling) FY19 \$640,000 FY20 \$640,000
Waste Management (Oakwood Landfill) FY19 \$350,000 FY20 \$355,000

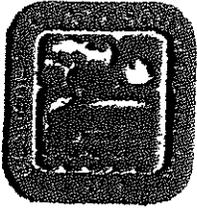
T. Marlene Myers, MBA
Contracts Manager
Purchasing
P.O. Drawer 1228
Beaufort, SC 29901
PH- (843) 255-2295
Fax- (843) 255-9437



From: Thomas, Dave <dthomas@bcgov.net>

New Hauling Contract - Republic

- Former contract effective July 1, 2012
 - \$ 112.78 per pull
 - \$1,051.78 per pull - Daufuskie
 - \$300.00 compactor rental
 - \$ 65.00 open container rental
- Current contract effective July 1, 2017
 - \$ 175.00 per pull (55%)
 - \$1,052.00 per pull - Daufuskie
 - \$300.00 compactor rental
 - \$ 65.00 open container rental



**STATE OF SOUTH CAROLINA CONTRACT FOR HAULING SERVICES
FOR BEAUFORT COUNTY SOLID WASTE DEPARTMENT
COUNTY OF BEAUFORT**

THIS CONTRACT is made this July 1, 2017, by and between Beaufort County, a political subdivision of the State of South Carolina (hereinafter referred to as "County") and Republic Waste Services (hereinafter referred to as "Contractor"). This Contract shall consist, by reference of all the terms, conditions, scope of work, specifications and provisions contained in RFP 042017 dated April 20, 2017 (advertised in The Island Packet/Beaufort Gazette on March 13, 2017, all Addendums and Contractor's Proposal or Bid dated April 20, 2017.)

WITNESSETH:

NOW, THEREFORE, the Contractor and the County agree to all of these terms, conditions, specifications, provisions and the special provisions as listed below:

- A. This Contract is deemed to be under and shall be governed by and construed according to the laws of the State of South Carolina.
- B. Any litigation arising out of this Contract shall be held only in a circuit court of Beaufort County, Beaufort, South Carolina in the Fourteenth Judicial Circuit.
- C. The Contractor shall not sublet, assign, nor by means of a stock transfer sale of its business, assign or transfer this Contract without the written consent of the County.
- D. This Contract, including the terms, conditions, specifications and provisions listed herein makes up the entire contract between the Contractor and County. No other Contract, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind either party hereto.
- E. It is understood that this Contract shall be considered exclusive between the parties.
- F. Any provisions of this Contract found to be prohibited by law shall be ineffective, to the extent of such prohibition, without invalidating the remainder of this Contract.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

**ARTICLE 1
SCOPE OF WORK**

The Contractor does hereby offer to the County for the purposes of providing Hauling Services as contained in and described in RFP 042017 (Hauling Services for Beaufort County Solid Waste Department):

1) Weekend Pulls: Republic will switch out containers as needed on weekends at no additional cost. As an added "option" to the County, Republic can offer an alternative to Hickory Hill Landfill in the event the County has a need, such as in the event of a hurricane, storms, landfill fire, excessive flooding, etc. If the County decides to elect this an option, rates will be mutually agreed upon at that time.

2) Compactor size: Republic will use a 34 cubic yard compactor - the 34 yd. compaction ratio is better than the 35 yd. compactor.

3) Republic and the County agree to the proposed CPI-WST annual increase to be submitted annually by the end of April and based on the March year over published changes.

4) County agrees that the clock on responses times, as referenced in section 3.2.4 of the bid document, can only run during the operational hours of the approved disposal facilities.

ARTICLE 2 LIABILITY

The County and Contractor shall not be responsible to each other for any incidental, indirect or consequential damages incurred by either Contractor or County or for which either party may be liable to any third party which damages have been or are occasioned by services performed or reports prepared or other work performed hereunder.

ARTICLE 3 INDEMNIFICATION AND HOLD HARMLESS

The Contractor does hereby agree to indemnify and save harmless the County, its officers, agents and employees from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal of any kind and nature to the extent arising or growing out of or in any way connected with the negligent performance of the Contract, by Contractor, its agents, servants or employees.

ARTICLE 4 ASSIGNMENT

Contractor shall not assign any rights or duties of the professional services contract without the expressed written consent of the County. Any assignment or subletting without the written consent of County shall be void and this Contract shall terminate at the option of the County.

ARTICLE 5 PERFORMANCE PERIOD/TERM

The term of this Contract shall be for three-year term commencing July 1, 2017 and ending on June 30, 2020 At the County's option, subject to mutual agreement with the Contractor, extend the contract for a term not to exceed two (2) additional years.

ARTICLE 6 COMPENSATION

Compensation shall be in accordance with the Contractors Final Offer submitted on May 9, 2017, ATTACHMENT B. The contract amount as -specified: \$175 per container pull; Monthly lease of compactor \$300, 40Yd Container \$65, 30 yd. Container \$55; \$1,052 per container pull from Daufuskie Island. Contractor is not required to provide services for the new program(s) unless and until the parties have agreed on pricing for such new program(s). If the parties are unable to reach an agreement on the pricing for the new program(s) within 120 days, either party may terminate immediately by providing written notice to the other party If the County implements programs or changes disposal options which substantially change the scope of services new pricing may be negotiated and agreed upon by both parties, subject to approval by County Council.

ARTICLE 7 INSURANCE/PERFORMANCE BOND

Insurance

Contractor does hereby covenant, agree and hereby represent to the County that it has obtained workmen's compensation insurance, general liability and automobile liability insurance, as well as providing coverage against potential liability arising from and in any manner relating to the Contractor's use or occupation of the premises during the course of performing the contracted services, all in accordance with and as specified in the County's RFP 042017 [Section 13.0]. Additionally, the Contractor agrees to list the County as 'additional insured' on Certificates of Insurance related to the execution of this Contract.

Performance Bond

Contractor shall also provide 100% Payment of Performance Bonds all in accordance with RFP 042017.

ARTICLE 8 TERMINATION

Default

In the event of default or breach of any condition of this Contract resulting in litigation, the prevailing party would be entitled to reasonable attorneys' fees fixed by the Court. The remedies herein given to County under Default shall be cumulative, and the exercise of any one remedy by the County shall not be to the exclusion of any other remedy.

Termination

This contract may be terminated by the County, 'for convenience' 'for cause,' or by 'by mutual consent' as described in RFP 042017 Part IV (Contractual Requirements Sections 15 and 16). Either the Contractor or County may terminate this Contract WITH 120 DAYS WRITTEN NOTIFICATION TO EITHER PARTY.

1. Termination for Convenience

The County may, without cause, terminate this contract in whole or in part at any time for its convenience. In such instance, an adjustment shall be made to the Contractor, for the reasonable costs of the work performed through the date of termination. Termination costs do not include lost profits, consequential damages, delay damages, unabsorbed or under absorbed overhead of the Contractor or its subcontractors, and/or failure of Contractor to include termination for convenience clause into its subcontracts and material purchase orders shall not expose the County to liability for lost profits in conjunction with a termination for convenience settlement or equitable adjustment. Contractor expressly waives any damages, delay damages, or indirect costs which may arise from County's election to terminate this contract in whole or in part for its convenience.

2. Termination for Cause

Termination by the County for cause, default, or negligence on the part of the Contractor shall be excluded from the foregoing provisions. Termination costs, if any, shall not apply. The ten (10) days advance notice requirement is waived, and the default provision in this bid shall apply. (See Bid Condition 4.) Further, if the Contractor is terminated under this clause, Contractor will forfeit their performance bond.

Reasons for Termination for Cause shall include but not limited to:

- a) Default as defined above,
- b) failing to make satisfactory progress in the prosecution of the contract
- c) endangering the performance of this contract
- d) criminal activity or misconduct,
- e) work that is deemed sub-standard by the County Representative.

3. Termination by Mutual Consent

Either the Contractor or County may terminate this Contract by **MUTUAL CONSENT WITH 120 DAYS WRITTEN NOTIFICATION TO EITHER PARTY**. Upon such termination, the County shall pay the Contractor for all services performed hereunder up through the date of such termination. Termination by mutual consent may entitle the Contractor to reasonable costs allocable to the contract for work or costs incurred by the Contractor up to the date of termination. The Contractor must not be paid compensation as a result of a termination by mutual consent that exceeds the amount encumbered to pay for work to be performed under the contract.

ARTICLE 9 RESPONSIBILITY

The County will be responsible to provide the Contractor reasonable access to County locations when necessary, ensure cooperation of County employees in activities reasonable and appropriate under the project, and obtain authorization for access to third party sites, if required.

ARTICLE 10 FORCE MAJEURE

Should performance of Contractor services be materially affected by causes beyond its reasonable control, a *Force Majeure* results. *Force Majeure* includes, but is not restricted to:

- a) acts of God,
- b) acts of a legislative,
- c) administrative or judicial entity,
- d) acts of Contractors (other than subcontractors of Contractor),
- e) fires,
- f) floods,
- g) labor disturbances,
- h) civil unrest
- i) incorrect/inferior parts or materials
- j) terrorism
- k) unusually severe weather.

Contractor will be granted a time extension and the parties will negotiate an adjustment to the fee, where appropriate, based upon the effect of the Force Majeure upon Contractor's performance.

ARTICLE 11 SEVERABILITY

Every term or provision of this Contract is severable from others. Notwithstanding any possible future finding by a duly constituted authority that a particular term or provision is invalid, void, or unenforceable, this Contract has been made with the clear intention that the validity and enforceability of the remaining parts, terms and provisions shall not be affected thereby.

ARTICLE 12 INDEPENDENT CONTRACTOR

The Contractor shall be fully independent in performing the services and shall not act as an agent or employee of the County. As such, the Contractor shall be solely responsible for its employees, subcontractors, and agents and for their compensation, benefits, contributions and taxes, if any.

ARTICLE 13

NOTICE

The Contractor and the County shall notify each other of service of any notice of violation of any law, regulation, permit or license relating to the services; initiation of any proceedings to revoke any permits or licenses which relate to such services; revocation of any permits, licenses or other governmental authorizations relating to such services; or commencement of any litigation that could affect such services. Such notice shall be delivered by U.S. mail with proper postage affixed thereto and addressed as follows:

County: Beaufort County Administrator
P. O. Drawer 1228
Beaufort, SC 29901-1228

Beaufort County
Attn: Beaufort County Purchasing Director
P. O. Drawer 1228
Beaufort, SC 29901-1228

Contractor: Republic Waste Services
Attn: Mr. Kenneth Valihora
109 Josephine Drive
Beaufort, SC 29906

ARTICLE 14 CHANGE ORDERS

No change orders are applicable under this contract.

ARTICLE 15 AUDITING

The Contractor shall make available to the County if requested, true and complete records, which support billing statements, reports, performance indices, and all other related documentation. The County's authorized representatives shall have access during reasonable hours to all records, which are deemed appropriate to auditing billing statements, reports, performance indices, and all other related documentation. The Contractor agrees that it will keep and preserve for at least seven years all documents related to the Contract, which are routinely prepared, collected or compiled by the Contractor during the performance of this contract. The County's Auditor and the Auditor's authorized representatives shall have the right at any time to audit all of the related documentation. The Contractor shall make all documentation available for examination at the Auditor's request at either the Auditor or Contractor's office and without expense to the County.

ARTICLE 16 GRATUITIES

The right of the Contractor to proceed or otherwise perform this Contract, and this Contract may be terminated if the County Manager and/or the County Contracting Manager determine, in their sole discretion, that the Contractor or any officer, employee, agent, or other representative whatsoever, of the Contractor offered or gave

a gift or hospitality to a County officer, employee, agent or Contractor for the purpose of influencing any decision to grant a County Contract or to obtain favorable treatment under any County Contract. The terms "hospitality" and "gift" include, but are not limited to, any payment, subscription, advance, forbearance, acceptance, rendering or deposit of money, services, or items of value given or offered, including but not limited to food, lodging, transportation, recreation or entertainment, token or award.

ARTICLE 17 INVOICES

1. Invoices should include:

- a) Period of time covered by the invoice
- b) Detail of work performed
- c) Purchase order and Contract Number
- d) Tax Identification Number

2 The Contractor shall invoice the County by each of the nine Solid Waste Districts, monthly, for services performed at rates specified herein. Invoices should be submitted electronically via email to specified personnel by the 5th of each month. These invoices should be submitted in both PDF and Excel Formats. District invoices should classify pulls by waste stream, such as MSW, yard debris, bulky, and construction and demolition debris noting compactor or open top container. Each waste stream should be totaled with the number of pulls. In the event that additional charges are included due to special circumstances invoicing must follow the prescribed format as other waste streams (separated and totaled). The invoice format and substantiating vouchers shall be as prescribed by the County Solid Waste Manager.

Unless otherwise indicated, all invoices must be timely and accurate. The County may assess late penalties for late invoicing and/or inaccurate invoices.

ARTICLE 18 Purchase Orders

The County will issue Purchase Orders from properly executed requisitions. The County shall not be responsible for invoices of \$500 or more that do not have a purchase order covering them.

ARTICLE 19 ORDER OF DOCUMENTS

The following are incorporated into and made a part of this contract by reference:

- a) Request for Proposal RFP 042017
- b) General Terms and Conditions between County and Contractor.
- c) Insurance Requirements/Performance Bond ATTACHMENT A
- d) Best and Final Calculations dated ATTACHMENT B
- e) Republic Service letter dated May 9, 2017 ATTACHMENT C

SIGNATURE PAGE

This Contract with the above Articles constitutes the entire contract between the parties hereto. No representations, warranties or promises pertaining to this Contract have been made or shall be binding upon any of the parties, except as expressly stated herein.

This Contract shall be construed in accordance and governed by the laws of the State of South Carolina.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the day and year first above written.

WITNESSES:

Cheryl Harris
Virginia M. Davis

BEAUFORT COUNTY, a political sub-division of the State of South Carolina

By: Gary Kubic
Name: Gary Kubic, County Administrator
P.O. Drawer 4228
Beaufort, SC 29901-1228
Phone: (843) 255-2026
Fax: (843) 255-9403
Date: 06/29/2017

WITNESSES:

[Signature]
Magister

REPUBLIC SERVICES OF SC, LLC

By: Drew Isenhour
Name: Drew Isenhour
Title: V.P.
Address: 1041 Red Ventures Dr Fort Mill SC
Phone: 828-695-2050
Email: disenhour
Date: 7-10-17

Myers, Marlene

From: Carter, Cindy
Sent: Tuesday, May 28, 2019 11:51 AM
To: Myers, Marlene
Subject: RE: Agenda Item Summary Sheet022019.pdf

2

Used costs to date and the FY20 proposed budget submitted

From: Myers, Marlene <TMyers@bcgov.net>
Sent: Tuesday, May 28, 2019 11:50 AM
To: Thomas, Dave <dthomas@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>
Subject: RE: Agenda Item Summary Sheet022019.pdf

Cindy, how were you notified of the price increases? Can you send me the documentation so we can have as backup?

C2G FY19 \$94,500 FY20 \$98,400
CARE – currently posted IFB 053019
Dolphin Shared Management FY19 \$124,008 FY20 \$126,432
Republic FY19 \$1,800,000 FY20 \$1,910,000
South Coast FY19 \$192,000 FY20 \$212,000
Strickland FY19 \$68,000 FY20 \$68,000
Waste Management (Hilton Head Hauling) FY19 \$640,000 FY20 \$640,000
Waste Management (Oakwood Landfill) FY19 \$350,000 FY20 \$355,000

T. Marlene Myers. MBA
Contracts Manager
Purchasing
P.O. Drawer 1228
Beaufort, SC 29901
PH- (843) 255-2295
Fax- (843) 255-9437





Southern Health Partners

Your Partner In Affordable Inmate Healthcare

3

May 9, 2019

T. Marlene Myers, MBA
Contracts Manager
Beaufort County Purchasing
Post Office Drawer 1228
Beaufort, SC 29901

Re: Health Services Agreement

Dear Marlene:

SHP values the relationship we have with Beaufort County. With each new contract year, we look forward to a renewed commitment of partnering to provide excellent inmate medical care.

We want to continue to grow and offer the service and results the County has come to expect of us. In order to remain competitive while still retaining our quality, we will need an adjustment on the contract for the 2019-2020 period, effective in line with the renewal anniversary.

Below is a new rate description to keep on file with your contract. The new pricing reflects a 3% annual increase as well as our increased experience, quality service and reputation within the industry.

Contract Period: July 1, 2019, through June 30, 2020	
Base annualized fee:	\$619,470.60 (\$51,622.55 per month)
Base ADP limit:	220 inmates
Annual outside cost pool limit:	\$80,000.00 (includes 50% OCP refund provision)

Rate increases are an unavoidable part of doing business, and we thank you for understanding and supporting a superior standard for continuation of our program and services in the coming year. If you have any questions or need clarification, please don't hesitate to contact me. I'll be happy to assist.

For the historical contract record, I will ask you to keep this letter and return a signed copy to me at your earliest convenience, or by June 30, 2019. A scan to email or faxed copy will be fine (803-802-1495 direct fax or email carmen.hamilton@southernhealthpartners.com). Except as stated herein, or as may be amended or modified in writing by mutual agreement of the parties, all provisions of the contract will remain in full force and effect.

Thank you for your continued trust and confidence in SHP. Again, please feel free to reach out if there is anything you need.

Sincerely,

SOUTHERN HEALTH PARTNERS, INC.

C. Hamilton
Carmen Hamilton
Contracts Manager

BEAUFORT COUNTY, SC

BY:

/cph

cc: Col. Quandara Grant

Myers, Marlene

From: Carter, Cindy
Sent: Tuesday, May 28, 2019 11:51 AM
To: Myers, Marlene
Subject: RE: Agenda Item Summary Sheet022019.pdf

4

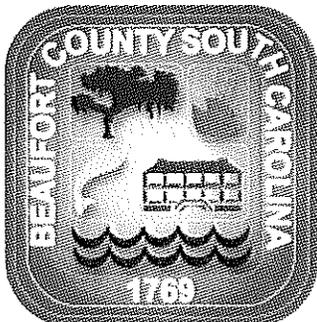
Used costs to date and the FY20 proposed budget submitted

From: Myers, Marlene <TMyers@bcgov.net>
Sent: Tuesday, May 28, 2019 11:50 AM
To: Thomas, Dave <dthomas@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>
Subject: RE: Agenda Item Summary Sheet022019.pdf

Cindy, how were you notified of the price increases? Can you send me the documentation so we can have as backup?

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Waste Management (Oakwood Landfill) FY19 \$350,000 FY20 \$355,000

T. Marlene Myers. MBA
Contracts Manager
Purchasing
P.O. Drawer 1228
Beaufort, SC 29901
PH- (843) 255-2295
Fax- (843) 255-9437



From: [Phillips, Joel](#)
To: [Thomas, Dave](#)
Cc: [Myers, Marlene](#); [Rembold, Jon](#)
Subject: RE: Titan Fuel Contract AVGAS
Date: Tuesday, May 28, 2019 2:24:12 PM
Importance: High

5

Dave/Marlene

Fuels sales for next fiscal year are estimated as follows;

Avgas - 36K gallons purchased @ \$4.08/gallon = \$147,000 (Cost)
Avgas sales will equal \$201,390.00 of which \$54,390.00 is profits

Jet Fuels – 55K gallons purchased @ \$2.81/gal = \$155,000 (Cost)
Jet Fuel Sales will equal \$275,900 of which \$120,900 is profits.

Total Cost of Fuels = \$302K
Total Revenue = \$477,290
Total Profits = \$175,290

Best regards,
Joel Phillips
Beaufort County Airport Supervisor (KARW)
39 Airport Circle
Beaufort SC, 29907
Office: 843-255-2974
Cell: 843-252-4301
e-mail: jphillips@bcgov.net



From: Thomas, Dave <dthomas@bcgov.net>
Sent: Tuesday, May 28, 2019 10:33 AM
To: Phillips, Joel <jphillips@bcgov.net>
Cc: Myers, Marlene <TMyers@bcgov.net>; Rembold, Jon <jrembold@bcgov.net>
Subject: Titan Fuel Contract AVGAS
Importance: High

Joel,

We need your help asap! What is your estimate for FY2020 for the fuel cost and revenue? We always report what be purchased in 2019 and sold?

Thank you,

Dave

David (Dave) L. Thomas, CPPB, CPPO
Purchasing Director, Beaufort County
P.O. Drawer 1228
106 Industrial Village Road, Bld#2
Beaufort, SC 29901
Office: 843-255-2304
Moble: 843-812-8217
dthomas@bcgov.net



6

Friday, 3/23/18, 2019

Col. Quandara Grant
Beaufort County Detention Center
106 Ribaut Rd
Beaufort SC 29901

Dear Col. Grant

Summit Food Service, LLC wishes to exercise the option to renew the Contractual Agreement for Inmate food service at the Beaufort County Detention Center as of, July 1, 2019.

Summit respectfully requests that the current rates for meals be adjusted to reflect the increase of the Consumer Price Index, All Urban Consumers, Food Away from Home Index, from December 2018 which is 2.8 per meal, the increase will be effective July 1, 2019, if the increase is agreed upon by both parties.

Pricing per meal Current Pricing:

Double Inmate Portions	1.1557
Regular Inmate Portions	1.0742
Staff Double Inmate Portions	1.7469

New Pricing

Double Inmate Portions	1.1881
Regular Inmate Portions	1.1043
Staff Double Inmate Portions	1.7986

Please let me know if you have any questions or concerns. Thank you for your continued support and partnership!

Regards,

Fred Ragozzine

Fred Ragozzine
District Manager

Approval Signature _____

Approval Date _____

RENEWAL INCREASE WORKSHEET

Unit Name: Beaufort County County Detention Center

Unit Number: C6180

Completed By: Fred Ragozzine

Date: 7/1/19

Decimal Points for Prices:

CPI INCREASE	POPULATION SCALE	CURRENT PRICE	NEW RATE
2.8%	.01-99999.99	1.1557	1.1881
	.01-99999.99	1.1557	1.1881
	.01-99999.99	1.0742	1.1043
	.01-99999.99	1.0742	1.1043
	.01-99999.99	1.7496	1.7986
	.01-99999.99	1.7496	1.7986
	0	0.0000	0.0000
	0	0.0000	0.0000
	0	0.0000	0.0000
			0.0000
			0.0000
			0.0000
			0.0000
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			0.0000
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Dave Thomas, CPPO, CPPB
Purchasing Director
E-Mail: dthomas@bcgov.net

COUNTY COUNCIL OF BEAUFORT
Beaufort County Purchasing Department
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
Telephone (843) 255-2353 ♦ FAX (843) 255-9437

7

15 May 2019

South Data, Inc.
Attn: Mr. Alan Connolly
201 Technology Lane
Mt. Airy, NC 27030

Re: Contract for Mailing Services- Beaufort County
Contract Number: IFB 081214

It is a great pleasure to inform you that Beaufort County wishes to renew the above mentioned contract with you in accordance with the original contract dated September 19, 2014, to include the 31 May 2017 Addendum. The contract renewal period will commence on September 1, 2019 and extend through August 31, 2020.

Please sign below accepting this renewal and return to this office at your earliest convenience.

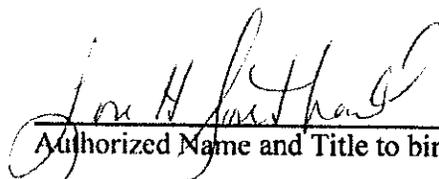
We look forward to your continued success during the contract period ahead. Please contact Marlene Myers at 843-255-2295 or tmyers@bcgov.net if you have any questions.

FOR BEAUFORT COUNTY

Dave Thomas

Dave Thomas, CPPO, CPPB
Purchasing Director, Beaufort County

The signature below authorizes the renewal of the aforementioned Contract for an additional one (1) year term pursuant to amendments, original contract, and Terms and Conditions found in the original solicitation.



Authorized Name and Title to bind company

VP Sales

5-28-19

Date

cc: Maria Walls, CPA

From: [Kubic, Gary](#)
To: [#COUNCIL](#)
Cc: [Walls, Maria](#); [Beckert, Jim](#); [Lora H. Southard \(lhsouthard@southdata.com\)](#); [James, Gary](#); [Thomas, Dave](#)
Subject: SouthData Print Services
Date: Friday, June 23, 2017 3:57:07 PM
Attachments: [Beaufort County.pdf](#)
[Southard Thomas ltr_05.31.2017.pdf](#)
[SouthData_Products_List_06.20.2017.pdf](#)
[IFB 081214_SIGNED_CONTRACT_RENEWAL_FY18.pdf](#)
[2017 Assessment Notice Quotes - Request and Responses.docx](#)

Members of Council:

In accordance with our existing print vendor contract with South Data, Inc., Beaufort County has renewed this service with South Data with one modification.

The modification is the elimination of the auditor's two (2) work products from the South Data print contract. South Data will continue printing the treasurer's twenty-five work products. I have included an attachment which identifies the work products of both offices (Auditor and Treasurer).

The Auditor's two work products not included in the renewal contract will be subject to the county's solicitation procedures.

It should be noted the Assessor's recently completed a similar print solicitation for the printing of their notices.

Attachment list:

1. May 22, 2017, South Data's letter of intent to Beaufort's purchasing department to renew their print service contract with Beaufort County, however, it excludes communications with the Beaufort County Auditor's Office.

2. May 31, 2017, South Data's letter to Dave Thomas highlighting their desire to continue their print service contract for the Treasurer's Office but not the Auditor's Office.
3. South Data's work product list with hyperlinks (click hyperlink for the work product).
4. May 31, 2017 – Beaufort County renewal of South Data's contract.
5. Assessor's Office request for quotes for Assessment Notice printed.

Gary Kubic
Beaufort County Administrator
Office: 843.255.2026
Mobile: 843.812.7605
Fax: 843.255.9403
Email: gkubic@bcgov.net

100 Ribaut Road
P.O. Drawer 1228
Beaufort, SC 29901

SouthData®

May 31, 2017

Mr. Dave Thomas
Purchasing Director, Beaufort County
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

Re: Contract Number IFB 081214

Mr. Thomas,
Concerning the renewal for the above stated contract number SouthData would request to continue the contract for those items that are controlled by the Treasurer's Office and terminate contract those items controlled by the Auditor's Office.

Mr. Beckert has made the relationship with Beaufort County extremely difficult and we cannot continue to work outside our normal operating procedures to meet his requests. We have spent many man-hours and valuable resources working for the Auditor's office only to result in emails questioning our competence and performance.

SouthData staff has been told not to communicate with Mr. Beckert. All communication with the Auditor and his office must go through myself. This was necessary to reduce the number of changes made to procedures and products without the authorization of Mr. Kubic.

We produce billing and assessment documents for approximately 140 counties in the Southeast and have never experienced the level of frustration nor have we ever requested that any portion of a contract be terminated.

I do apologize for any inconvenience this may cause the County but I must keep the best interest of our people, processes and products in the forefront of my decisions.

Please let me know if you need anything further from SouthData.

Sincerely,

Lora H. Southard
Vice President of Sales, SouthData
336-783-56944

Corporate Headquarters
2705 Airport Blvd., Suite 802
Greenville, SC 29615

Eastern
Production Facility
1000 Woodbridge Avenue
Greenville, SC 29615

Western
Production Facility
1000 Woodbridge Avenue
Greenville, SC 29615

Southeastern
Production Facility
1000 Woodbridge Avenue
Greenville, SC 29615

DoublePositive
1000 Woodbridge Avenue
Greenville, SC 29615

North Central
Production Facility
1000 Woodbridge Avenue
Greenville, SC 29615

1-800-540-4722
www.southdata.com



8

May 23, 2019

For the second renewal (2019) of photocopier lease and maintenance contract as awarded in RFP 110614:

ABR leases and services 107 photocopiers made by Konica Minolta and services 80 printers, consisting of 30 legacy Hewlett Packard units and 50 Kyocera units for Beaufort County.

The monthly lease for the photocopiers (static monthly cost) is \$9501.58.

The cost per page, which includes all maintenance and supplies except paper and staples is .008 per black page and .073 per color page. Last year's volume on photocopiers was 2,695,251 black pages and 1,030,569 color pages.

The service rate for the printers is .029 per page (color or black and white). This rate includes printer replacement when necessary (Beaufort County does not buy printers as a result of this contract), maintenance and supplies. The 60 Kyocera printers have been installed during this contract as legacy HP printers have died. Last year's volume on printers was 581,123 black and 92,618 color.

Projected Cost

	Unit cost	2018 usage	Estimated 2019 costs
Lease MFP monthly	\$9501.58		\$114,018.96
Usage MFP black	.008	2,695,251	\$21,562.01
Usage MFP Color	.073	1,030,569	\$75,231.54
Usage Printers	.029	673,741	\$19,538.49
Total			\$230,351.00

From: [Kathryn Murph](#)
To: [Thomas, Dave](#); [Myers, Marlene](#)
Cc: [Hill, Patrick](#)
Subject: RE: Info for Board
Date: Friday, May 24, 2019 11:26:11 AM
Attachments: [image001.png](#)
[image003.png](#)
[image005.png](#)

You are welcome and correct in your assumption.

From: Thomas, Dave <dthomas@bcgov.net>
Sent: Friday, May 24, 2019 11:24 AM
To: Kathryn Murph <kmurph@abr1.com>; Myers, Marlene <TMyers@bcgov.net>
Cc: Hill, Patrick <phill@bcgov.net>
Subject: RE: Info for Board

Thank you. I am assuming the cost increase is based on the number of copy machines and printers added and is just an estimate based on cost per copy.

David (Dave) L. Thomas, CPPB, CPPO
Purchasing Director, Beaufort County
P.O. Drawer 1228
106 Industrial Village Road, Bld#2
Beaufort, SC 29901
Office: 843-255-2304
Mobile: 843-812-8217
dthomas@bcgov.net

From: Kathryn Murph <kmurph@abr1.com>
Sent: Friday, May 24, 2019 11:13 AM
To: Thomas, Dave <dthomas@bcgov.net>; Myers, Marlene <TMyers@bcgov.net>
Cc: Hill, Patrick <phill@bcgov.net>
Subject: RE: Info for Board

Does the added graph get you what you need?
Kathryn

From: Thomas, Dave <dthomas@bcgov.net>
Sent: Friday, May 24, 2019 9:30 AM
To: Myers, Marlene <TMyers@bcgov.net>; Kathryn Murph <kmurph@abr1.com>
Subject: RE: Info for Board
Importance: High

Kathryn,

What is the annual cost to us for the FY2020? We had you had \$210, 000 last year.

David (Dave) L. Thomas, CPPB, CPPO
Purchasing Director, Beaufort County
P.O. Drawer 1228
106 Industrial Village Road, Bld#2
Beaufort, SC 29901
Office: 843-255-2304
Moble: 843-812-8217
dthomas@bcgov.net

From: Myers, Marlene <TMyers@bcgov.net>
Sent: Friday, May 24, 2019 9:21 AM
To: Thomas, Dave <dthomas@bcgov.net>; Hill, Patrick <phill@bcgov.net>
Subject: ABR: Info for Board
Importance: High

Last year we had \$210,000 as the cost.

What will be FY20 cost? I can't decipher that in the attached letter.

T. Marlene Myers. MBA
Contracts Manager
Purchasing
P.O. Drawer 1228
Beaufort, SC 29901
PH- (843) 255-2295
Fax- (843) 255-9437



From: Thomas, Dave <dthomas@bcgov.net>
Sent: Thursday, May 23, 2019 4:53 PM
To: Myers, Marlene <TMyers@bcgov.net>
Subject: FW: Info for Board

fyi

From: Kathryn Murph <kmurph@abr1.com>

Sent: Thursday, May 23, 2019 4:00 PM

To: Thomas, Dave <dthomas@bcgov.net>; Hill, Patrick <phill@bcgov.net>

Subject: Info for Board

Dave and Patrick,

Thank you for your time yesterday. I am attaching the information for the Council meeting. Please let me know if I need to modify this.

Patrick,

I am working on gathering some literature on the ideas we discussed yesterday and will forward to you once I have it completed.

Kathryn

Kathryn A Murph, President

P:912.527.7777 / F:912.527.7788



-
-
-
-

Myers, Marlene

9

From: Carter, Cindy
Sent: Tuesday, May 28, 2019 11:51 AM
To: Myers, Marlene
Subject: RE: Agenda Item Summary Sheet022019.pdf

Used costs to date and the FY20 proposed budget submitted

From: Myers, Marlene <TMyers@bcgov.net>
Sent: Tuesday, May 28, 2019 11:50 AM
To: Thomas, Dave <dthomas@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>
Subject: RE: Agenda Item Summary Sheet022019.pdf

Cindy, how were you notified of the price increases? Can you send me the documentation so we can have as backup?

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T. Marlene Myers. MBA
Contracts Manager
Purchasing
P.O. Drawer 1228
Beaufort, SC 29901
PH- (843) 255-2295
Fax- (843) 255-9437



Cindy Carter

Solid Waste Coordinator
Beaufort County Public Works
Solid Waste and Recycling
(843) 255-2745 (office)
(843) 812-8023 (mobile)
ccarter@bcgov.net

From: Thomas, Dave <dthomas@bcgov.net>

Sent: Tuesday, May 28, 2019 10:09 AM

To: Brock, Sarah <sbrock@bcgov.net>; Myers, Marlene <TMyers@bcgov.net>

Cc: Grant, Quandara <ggrant@bcgov.net>; Foot, Philip <philipf@bcgov.net>; Wilhelm, David <dwilhelm@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>; Rembold, Jon <jrembold@bcgov.net>; Hill, Patrick <phill@bcgov.net>; Hunt, Gregg <ghunt@bcgov.net>; Greenway, Eric <egreenway@bcgov.net>; Taylor, Marci <marcit@bcgov.net>; Love, William <wlove@bcgov.net>; Cody, Beth <bcody@bcgov.net>; Loper, Shannon <sloper@bcgov.net>; Gregory, Suzanne <suzanneg@bcgov.net>; Roseneau, Jerri <jroseneau@bcgov.net>; Butts, Dale <dbutts@bcgov.net>; Morgan, Daniel <danielm@bcgov.net>

Subject: Agenda Item Summary Sheet022019.pdf

Importance: High

Sarah,

Thank you for your help this morning. I know you are busy getting ready to go to Bluffton. As we discussed on the phone I have attached the AIS summary sheet for our renewal contracts for FY 2020. The excel spread sheet and backup will be emailed to you later in the week as we are still updating it.

Respectfully,

Dave

David (Dave) L. Thomas, CPPB, CPPO
Purchasing Director, Beaufort County
P.O. Drawer 1228
106 Industrial Village Road, Bld#2
Beaufort, SC 29901
Office: 843-255-2304
Moble: 843-812-8217
dthomas@bcgov.net



COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg 2--Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

TO: Councilman Stu Rodman, Chairman, Public Facilities Committee
FROM: Dave Thomas, CPPO, Purchasing Director
SUBJ: RFP #042618 Yard Waste Recycling Services for Beaufort County
DATE: May 29, 2018

BACKGROUND: Beaufort County issued a Request for Proposal (RFP) to solicit proposals from qualified firms to provide services to Beaufort County Public Works Department Solid Waste and Recycling Section to provide yard waste recycling services for County Convenience Centers. A pre-proposal meeting was held on April 5, 2018, and proposals were opened on April 26, 2018.

The staff evaluation committee reviewed the proposals for capability, the firms' experience, performance capability and proposed cost. Evaluation committee members consisted of David Wilhelm, Public Works Director; John Miller, Public Works Operations Manager, Bradley McAbee Solid Waste Operations Superintendent and Cindy Carter, Solid Waste Coordinator. The panel ranked the firms according to the RFP selection criteria and determined South Coast Resources, Inc., to be the top ranked firm.

VENDOR RANKING AND INFORMATION:

COST PER TON

- | | |
|--|--|
| 1. South Coast Resources, Inc., Savannah, GA | \$115 per load-first year
\$120 per load-second year
\$125 per load-3 rd , 4 th , 5 th year |
| 2. Oliver's Clean Burn, LLC, Beaufort, SC | \$23.00* per ton disposal |
- *Only burn the yard waste; considered non-responsive to the recycling services outlined in the RFP.

Total estimated cost per year: \$ 192,000.

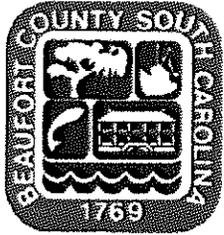
FUNDING: Solid Waste and Recycling Account 10001340-51166

FOR ACTION: Public Facilities Committee on June 11, 2018.

RECOMMENDATION: The Purchasing Department recommends that the Public Facilities Committee approve and recommend to County Council the contract award to South Coast Resources, Inc. \$ 192,000. (Estimate based on average number of container pulls which will vary)

cc: Joshua Gruber, Interim County Administrator
Alicia Holland, Asst. Co. Administrator, Finance
Eric Larson, Director Environmental Engineering
David Wilhelm, Director Public Works
Cindy Carter, Solid Waste Coordinator

Attachment: Scoring Evaluation Summary



CONTRACT FOR SERVICES FOR BEAUFORT COUNTY

THIS AGREEMENT (the “Agreement”) is made this 8th day of May 2018, by and between Beaufort County, a political subdivision of the State of South Carolina (hereinafter referred to as “County”) and South Coast Resources, Inc. (hereinafter referred to as “Contractor”).

WITNESSETH:

WHEREAS, the Contractor and the County desire to enter into an agreement to recycle yard waste/land clearing debris, subject to the terms, specifications, conditions and provisions of the request for proposal RFP 042618 as heretofore mentioned.

NOW, THEREFORE, the Contractor and the County agree to all of these terms, conditions, specifications, provisions and the special provisions as listed below:

- A. This Agreement is deemed to be under and shall be governed by and construed according to the laws of the State of South Carolina.
- B. Any litigation arising out of the Agreement shall be held only in a Circuit Court of Beaufort County, Beaufort, South Carolina, in the Fourteenth Judicial Circuit.
- C. The Contractor shall not sublet, assign, nor by means of a stock transfer sale of its business, assign or transfer this Agreement without the written consent of the County.
- D. This Agreement, including the terms, conditions, specifications and provisions listed herein makes up the entire contract between the Contractor and County. No other agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either party hereto.
- E. It is understood that this Agreement shall be considered exclusive between the parties.
- F. Any provisions of this Agreement found to be prohibited by law shall be ineffective, to the extent of such prohibition, without invalidating the remainder of the Agreement.

NOW, THEREFORE, in consideration of mutual covenants contained herein, the parties agree as follows:

**ARTICLE 1
DESCRIPTION**

The scope of work (SOW) consists of but is not limited to the following: the recycling of Class 1 (Yard Waste/Land Clearing Debris) waste. This Agreement shall consist of all the terms, conditions, specifications and provisions contained in original RFP 042618 dated March 8, 2018 (Exhibit "A"), Addendum 1 dated April 6, 2018 (Exhibit "B") and the Contractor's Proposal dated April 24, 2018 (Exhibit "C"), and the all of which are made a part hereof and incorporated herein by reference.

**ARTICLE 2
LIABILITY**

The County and Contractor shall not be responsible to each other for any incidental, indirect or consequential damages incurred by either Contractor or County or for which either party may be liable to any third party which damages have been or are occasioned by services performed or reports prepared or other work performed hereunder. Further, Contractor's liability to the County and any other party for any losses, injury or damages to persons or properties or work performed arising out of/in connection with this Agreement and for any other claim, whether the claim arises in contract, tort, statute or otherwise, shall be limited to the amount of the total fees due to the Contractor from the County hereunder.

**ARTICLE 3
INDEMNIFICATION AND HOLD HARMLESS**

The Contractor does hereby agree to indemnify and save harmless the County, its officers, agents, subcontractors and employees from and against any and all third party liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal of any kind and nature to the extent arising or growing out of or in any way connected with the negligent performance of the Agreement, by Contractor, its agents, servants or employees; provided, however that any such liability or damages shall be reduced to the extent caused by the acts or omissions of the County.

**ARTICLE 4
ASSIGNMENT**

Contractor shall not assign or subcontract any rights or duties of this Agreement, except to an affiliated company, without the expressed written consent of the County, which consent shall not be unreasonably withheld, conditioned or delayed. Any assignment or subcontract without the written consent of County shall be void and this Agreement shall terminate at the option of the County.

**ARTICLE 5
TERM**

The initial term of this Agreement shall begin 1 July 2018 and end on 30 June 2019, with an additional option of four (4) one-year renewal periods to be exercised by the County upon 180 days advance notice to the Contractor.

**ARTICLE 6
COMPENSATION**

Compensation is based on Contractor's proposed fee as outlined in their proposal. The County's cost of this Agreement through the term of the contract will not exceed \$115 per ton load for Year 1, \$120 per ton load for Year 2 and \$125 per ton load for Years 3 - 5, subject to the terms and conditions of this Agreement. AH

**ARTICLE 7
INSURANCE**

Contractor does hereby covenant, agree and hereby represent to the County that it has obtained worker's compensation insurance, general liability and automobile liability insurance, as well as providing coverage against potential liability arising from and in any manner relating to the Contractor's use or occupation of the premises during the course of performing the contracted services, all in accordance with and as described in the County's RFP 042618.

INSURANCE REQUIREMENTS: Prior to commencing work hereunder, Contractor, at its expense, shall furnish insurance certificate showing the certificate holder as Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901-1228, Attention: Purchasing Director and Risk Management and with a special notation naming Beaufort County as an Additional Insured on the general liability coverages. If not otherwise specified, the minimum coverage shall be as follows:

1. Workers' Compensation Insurance - Contractor shall have and maintain, during the life of this contract, Worker's Compensation Insurance for its employees connected to the work/delivery, in accordance with the Statutes of the State of South Carolina and any applicable laws.
2. Commercial General Liability Insurance - Contractor shall have and maintain, during the life of this contract, Commercial General Liability Insurance. Said Commercial General Liability Policy shall contain Contractual Liability and Products/Completed Operations Liability subject to the following minimum limits: BODILY INJURY of at least \$1,000,000 PER PERSON, \$1,000,000 PER OCCURRENCE; PROPERTY DAMAGE of at least \$1,000,000 PER OCCURRENCE; or BODILY INJURY/PROPERTY DAMAGE of at least \$1,000,000 COMBINED SINGLE LIMIT.

3. Comprehensive Automobile Liability Insurance - The Contractor shall have and maintain, during the life of this contract, Comprehensive Automobile Liability, including non-owned and hired vehicle, of at least \$1,000,000 PER PERSON, \$1,000,000 PER OCCURRENCE; PROPERTY DAMAGE of at least \$1,000,000 PER OCCURRENCE, or BODILY INJURY/PROPERTY DAMAGE of at least \$1,000,000 COMBINED SINGLE LIMIT.
4. The required insurance policy at the time of issue must be written by a company licensed to do business in the State of South Carolina and be acceptable to the County.
5. The Contractor shall not cause any insurance to be canceled or permit any insurance to lapse. If any of the policies required hereunder shall not canceled or non-renewed, it shall be replaced with no coverage gap and a current certificate of insurance will be provided immediately thereafter. Certificates of Insurance shall contain transcript from the proper office of the insurer, the location, and the operations to which the insurance applies, and the expiration date.
6. The information described above sets forth minimum amounts and coverages and is not to be construed in any way as a limitation on the Contractor's liability.

ARTICLE 8 DEFAULT

In the event of default or breach of any condition of this Agreement resulting in litigation, the prevailing party would be entitled to reasonable attorneys' fees fixed by the Court. The remedies herein given to County shall be cumulative, and the exercise of any one remedy by the County shall not be to the exclusion of any other remedy.

ARTICLE 9 TERMINATION

In the event that Contractor fails to perform (or fails to commence the cure of any breach, which shall be diligently prosecuted in good faith) the services described within five (5) business days of its receipt of a written demand from the County, County may terminate the Agreement immediately upon notice provided such notice is at least five (5) business days following the County's notice of non-performance. In the event that the County breaches any of the terms of this Agreement including, but not limited to, non-payment, and fails to cure such breach within fifteen (15) business days of its receipt of a written demand from the Contractor, Contractor may terminate the Agreement immediately upon notice, provided such notice is at least fifteen (15) business days following the Contractor's notice of breach. Upon such termination, the County has the right to award a Contract to an alternate contractor.

**ARTICLE 10
COUNTY RESPONSIBILITIES**

The County will be responsible to provide the Contractor reasonable access to County locations when necessary, ensure cooperation of County employees in activities reasonable and appropriate under the project, and obtain authorization for access to third party sites, if required.

**ARTICLE 11
FORCE MAJEURE**

Should performance of Contractor services be materially affected by causes beyond its reasonable control, a Force Majeure results. Force Majeure includes, but is not restricted to, acts of God, acts of a legislative, administrative or judicial entity, acts of contractors other than subcontractors of Contractor, fires, floods, labor disturbances, and unusually severe weather. Contractor will be granted a time extension and the parties will negotiate an adjustment to the fee, where appropriate, based upon the effect of the Force Majeure upon Contractor's performance.

**ARTICLE 12
SEVERABILITY**

Every term or provision of this Agreement is severable from others. Notwithstanding any possible future finding by a duly constituted authority that a particular term or provision is invalid, void, or unenforceable, this Agreement has been made with the clear intention that the validity and enforceability of the remaining parts, terms and provisions shall not be affected thereby.

**ARTICLE 13
INDEPENDENT CONTRACTOR**

The Contractor shall be fully independent in performing the services and shall not act as an agent or employee of the County. As such, the Contractor shall be solely responsible for its employees, subcontractors, and agents and for their compensation, benefits, contributions and taxes, if any.

**ARTICLE 14
NOTICE**

The Contractor and the County shall notify each other of service of any notice of violation of any law, regulation, permit or license relating to the services; initiation of any proceedings to revoke any permits or licenses which relate to such services; revocation of any permits, licenses or other governmental authorizations relating to such services; or commencement of any litigation that could affect such services. Such notice shall be delivered by U. S. mail with proper postage affixed thereto and addressed as follows:

County: Interim Beaufort County Administrator
Attn: Mr. Josh Gruber
P. O. Drawer 1228
Beaufort, SC 29901-1228

Beaufort County
Attn: Beaufort County Purchasing Director
P. O. Drawer 1228
Beaufort, SC 29901-1228

Contractor: South Coast Resources, Inc.
PO Box 14419
Savannah, GA 31416

ARTICLE 15 AUDITING

The Contractor shall make available to the County if requested, true and complete records, which support billing statements, reports, performance indices, and all other related documentation. The County's authorized representatives shall have access during reasonable hours to all records, which are deemed appropriate to auditing billing statements, reports, performance indices, and all other related documentation. The Contractor agrees that it will keep and preserve for at least seven years all documents related to the Agreement, which are routinely prepared, collected or compiled by the Contractor during the performance of this Agreement.

ARTICLE 16 GRATUITIES

The right of the Contractor to proceed or otherwise perform this Agreement, and this Agreement may be terminated if the County Administrator or his appointed designee determine, in their sole discretion, that the Contractor or any officer, employee, agent, or other representative whatsoever, of the Contractor offered or gave a gift or hospitality to a County officer, employee, agent or Contractor for the purpose of influencing any decision to grant a County Contract or to obtain favorable treatment under any County Contract.

**ARTICLE 17
INVOICES**

All invoices for work done under this Agreement should be directed to Cindy Carter, Solid Waste Coordinator, Beaufort County Public Works.

Located at: 120 Shanklin Road
 Beaufort, SC 29906

Invoices should include:

- a) Period of time covered by the invoice
- b) Summary of work performed for the billing period
- c) Purchase order
- d) Tax Identification Number

Unless otherwise indicated, all invoices must be timely and accurate. Invoices will be itemized by Scope of Work.

**ARTICLE 18
PURCHASE ORDERS**

The County will issue Purchase Orders from properly executed requisitions for this Agreement and each approved Change Order. The County shall not be responsible for invoices of \$500 or more that do not have a purchase order covering them.

**ARTICLE 19
ORDER OF DOCUMENTS**

The following are incorporated into and made a part of this Agreement by reference:

- a) RFP and Bid Response

ARTICLE 20
TOTAL AGREEMENT

This Agreement constitutes the entire contract between the parties hereto. No representations, warranties or promises pertaining to this Agreement have been made or shall be binding upon any of the parties, except as expressly stated herein.

This Agreement shall be construed in accordance and governed by the laws of the State of South Carolina.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

WITNESSES:

Cheryl Harris

Deborah M. Rouse

BEAUFORT COUNTY, a political
Subdivision of the State of South Carolina

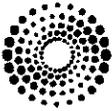
Signature: [Signature]
Name: Josh Gruber, Interim County
Administrator
P. O. Drawer 1228
Beaufort, SC 29901-1228
Phone: 843-255-2026
Fax: 843-255-9403
Date: 5-9-16

WITNESSES:

Alyssa Harway

South Coast Resources, Inc.

Signature: [Signature]
Name: Larry Simpson
Address: PO Box 11111
Phone: 912 429 1333
Email: southcoastlogging@gmail.com
Date: 5/11/15



THOMSON REUTERS

For
01
7.
MI

10

Maintenance and Support Schedule
and/or Note Schedule

ACCT# 4007000

BEAUFORT COUNTY ADMINISTRATION
100 RIBAUT RD
PO DRAWER 1228
DANIEL MORGAN - IT
BEAUFORT SC 29901-1228

THIS IS NOT AN INVOICE!

JULY-JUNE

1.00 SY	ANNUAL MAINTENANCE & SUPPORT	\$0.00	\$0.00
1.00 PER	THE PERIOD 7/1/19-6/30/20 FOR	\$0.00	\$0.00
1.00 CON	CONTRACT #SC2007.001.01 FOR	\$0.00	\$0.00
1.00 PAPP-S	PROVAL PLUS SUPPORT	\$40,391.31	\$40,391.31
1.00 AUMTAX-S	Aumentum Tax System Support	\$117,942.72	\$117,942.72
1.00 AUMRECEE-S	Aumentum Records Admin Enterprise Spt *Includ	\$0.00	\$0.00
1.00 AUMAA-S	Aumentum Assmt Admin Spt	\$0.00	\$0.00
1.00 AUMPP-S	Aumentum Personal Prop Admin Sys Spt	\$0.00	\$0.00
1.00 PROPERTYMAX-S	Valuation eGOV System Spt	\$9,160.78	\$9,160.78
1.00 WEBHOSTPROPERTY-S	WEBHOSTING OF PROPERTY SITES	\$5,089.31	\$5,089.31
1.00 PROPERTYMAX-DATA-S	PropertyMax Data Extract Spt	\$6,107.17	\$6,107.17
1.00 COLLECTMAX-S	TAX EGOV System Spt	\$9,160.78	\$9,160.78
1.00 WEBHOSTCOLLECT-S	TAX EGOV HOSTING SPT	\$5,021.86	\$5,021.86
1.00 COLLECTMAX-DATA-S	CollectMax Data Extract Spt	\$6,107.17	\$6,107.17
1.00 GEOANALYST-S	PV GeoAnalyst Support	\$8,062.87	\$8,062.87

Subtotal	\$207,043.97
Tax	\$0.00
Total	\$207,043.97



// COPY //

QUOTATION

B Beaufort County M.C.D. (B11310)
 I Elizabeth Hager
 L 84 Shanklin Rd
 L
 T Beaufort, SC 29906-8427
 O 843-255-5800
 O 843-846-1633

S Beaufort County M.C.D.
 H Elizabeth Hager
 I 84 Shanklin Rd
 P
 T Beaufort, SC 29906-8427
 O 843-255-5800
 O 843-846-1633

Quotation #	Quote Date	Salesperson	Written by	Valid to
0002021865	04/30/19	Joe Strickhouser	Jamie Dunn - Customer Care	12/31/19

Delivery Method	Terms
Best Way	Net 30 Days

Item #	Item Description	Qty Ordered	Unit Price	Extended Price
11734	DUET HD MINI TOTE	4 tot	48,326.8500/tot	193,307.40

Freight Charge	1,330.78
Tax	11,598.44
Order total	208,236.60
Total	208,236.60

* For your convenience we also accept Visa and MasterCard

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: accountsreceivable@clarke.com or faxed to: 630-672-7439

Helping make communities around the world more livable, safe and comfortable.



Dave Thomas, CPPO, CPPB
Purchasing Director
E-Mail: dthomas@bcgov.net

COUNTY COUNCIL OF BEAUFORT
Beaufort County Purchasing Department
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
Telephone (843) 255-2353 ♦ FAX (843) 255-9437

12

10 May 2019

Beaufort County Open Land Trust
P.O. Box 75 29901
1000 Bay St.
Beaufort, SC 29907

Re: Contract for Rural and Critical Lands Preservation Program Consulting Services for
Beaufort County
Contract Number: RFQ 042915

It is a great pleasure to inform you that Beaufort County wishes to renew the above mentioned contract with you in accordance with the original contract dated June 16, 2015. The contract renewal period will commence on July 1, 2019 and extend through June 30, 2020.

Please sign below and kindly return at your earliest convenience.

We look forward to your continued success during the contract period ahead. Please contact Marlene Myers at 843-255-2295 or tmyers@bcgov.net if you have any questions.

FOR BEAUFORT COUNTY

Dave Thomas

Dave Thomas, CPPO, CPPB
Purchasing Director, Beaufort County

The signature below authorizes the renewal of the aforementioned Contract for an additional one (1) year term pursuant to amendments, original contract, and Terms and Conditions found in the original solicitation.

EMW Executive Director
Authorized Name and Title to bind company

May 24, 2019
Date

cc: Eric Greenway, Stefanie Nagid

Credit As Type Summary Report (Deposit Date)

Deposit Date IS BETWEEN 07/01/2018 AND 05/25/2019; AND Company IS Beaufort County EMS; AND Cr
OR Refund

13

Beaufort County EMS

<u>Credit Type/Credit Code</u>	<u>Transactions</u>	
Refunds		
Refund - Commercial	19	-2,420.52
Refund - Facility	1	-797.50
Refund - Liability/Attorney	6	-1,908.59
Refund - Patient	120	-19,341.49
Totals For Type	146	-\$ 24,468.10

Payments		
Check (Subscription Plan)	2	0.00
Interest Payment (+)	59	-8.31
Payment - Attorney	57	18,615.85
Payment - BCBS Adjustments	2	0.00
Payment - Collection Agency	1,445	31,068.99
Payment - Credit Card	523	101,797.17
Payment - Credit Card Mileage	2	0.00
Payment - Debt Set Off	83	3,463.74
Payment - Debt Set Off Cr Card	18	0.00
Payment - Direct to Squad	3,174	349,930.56
Payment - Escheats	2	0.00
Payment - Facility	3	1,634.26
Payment - GPCI	4	0.00
Payment - Insurance	9,055	775,874.64
Payment - Liability/Attorney	98	36,980.01
Payment - Match Debt Set Off	731	193,167.96
Payment - Medicaid	1,778	14,710.07
Payment - Medicare	9,077	1,162,085.34
Payment - Mileage	6	0.00
Payment - Patient	2,043	245,686.48
Payment - Patient - ACH	531	42,815.95
Payment - RR Medicare	33	4,720.63
Payment - Transfer	124	0.00
Recoupment (-)	212	-35,170.55
Return Check	5	-1,872.75
Totals For Type	29,067	\$ 2,945,500.04

Company Totals

29,213 \$ 2,921,031.94

Credit As Type Summary Report (Deposit Date)

Deposit Date IS BETWEEN 07/01/2018 AND 05/25/2019; AND Company IS Beaufort County EMS; AND Credit Type IS Payment OR Refund

Grand Totals

29,213

\$ 2,921,031.94

<u>Invoice Date</u>	<u>Customer Number</u>	<u>Item Number</u>	<u>Customer Name</u>	<u>QTY</u>	<u>Unit Price</u>	<u>Extended Price</u>
7/31/2018 0198		6.25% MGMT FEE	Beaufort County EMS	218,199.62000	0.0625	13,637.48000
8/31/2018 0198		6.25% MGMT FEE	Beaufort County EMS	277,064.65000	0.0625	17,316.54000
8/31/2018 0198		ESTATE FEES	Beaufort County EMS	1.00000	10.00	10.00000
9/30/2018 0198		6.25% MGMT FEE	Beaufort County EMS	178,725.23000	0.0625	11,170.33000
10/31/2018 0198		6.25% MGMT FEE	Beaufort County EMS	263,855.93000	0.0625	16,491.00000
11/30/2018 0198		6.25% MGMT FEE	Beaufort County EMS	253,175.11000	0.0625	15,823.44000
12/31/2018 0198		6.25% MGMT FEE	Beaufort County EMS	280,203.18000	0.0625	17,512.70000
12/31/2018 0198		ADJUSTMENT	Beaufort County EMS	1.00000	699.30	699.30000
1/31/2019 0198		6.25% MGMT FEE	Beaufort County EMS	290,810.04000	0.0625	18,175.63000
1/31/2019 0198		COLL. AGY. FEE-SCA	Beaufort County EMS	1.00000	378.75	378.75000
2/28/2019 0198		6.25% MGMT FEE	Beaufort County EMS	259,760.05000	0.0625	16,235.00000
3/31/2019 0198		6.25% MGMT FEE	Beaufort County EMS	367,114.81000	0.0625	22,944.68000
4/30/2019 0198		6.25% MGMT FEE	Beaufort County EMS	293,119.57000	0.0625	18,319.97000
						168,714.82000



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice N
 045-26329

14

Questions:
 Tyler Technologies - ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Email: ar@tylertech.com

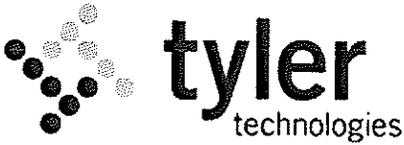


Bill To: Beaufort County
 Attn: Finance Department
 PO Drawer 1228
 Beaufort, SC 29901-1228

Ship To: Beaufort County
 Attn: Finance Department
 PO Drawer 1228
 Beaufort, SC 29901-1228

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1033	122959		USD	NET30	06/16/2019

Date	Description	Units	Rate	Extended Price
Contract No.: BEAUFORT COUNTY, SC				
	SUPPORT & UPDATE LICENSING - ACCTG/GL/BUDGET/AP Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	17,733.75	17,733.75
	SUPPORT & UPDATE LICENSING - ACCOUNTS RECEIVABLE Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	3,733.44	3,733.44
	SUPPORT & UPDATE LICENSING - BUSINESS LICENSES Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	3,394.62	3,394.62
	SUPPORT & UPDATE LICENSING - FIXED ASSETS Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	4,072.26	4,072.26
	SUPPORT & UPDATE LICENSING - GENERAL BILLING Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	1,697.35	1,697.35
	SUPPORT & UPDATE LICENSING - HUMAN RESOURCES MANAGEMENT Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	6,787.59	6,787.59
	SUPPORT & UPDATE LICENSING - CRYSTAL REPORTS Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	4,409.42	4,409.42
	SUPPORT & UPDATE LICENSING - MUNIS OFFICE Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	2,884.80	2,884.80
	SUPPORT & UPDATE LICENSING - PAYROLL Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	11,200.32	11,200.32
	SUPPORT & UPDATE LICENSING - PURCHASE ORDERS Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	4,072.26	4,072.26
	SUPPORT & UPDATE LICENSING - REQUISITIONS Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	3,394.62	3,394.62
	DISASTER RECOVERY CONTRACT Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	17,434.07	17,434.07
	TYLER SYSTEM MANAGEMENT SERVICES SUPPORT Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	16,949.81	16,949.81
	MUNIS GUI SITE LICENSE SUPPORT Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	2,700.00	2,700.00
	SUPPORT & UPDATE LICENSING - EMPLOYEE SELF SERVICE Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	4,103.09	4,103.09
	SUPPORT & UPDATE LICENSING - TYLER CONTENT MANAGER SE Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	5,744.33	5,744.33
	SUPPORT & UPDATE LICENSING - ROLE TAILORED DASHBOARD Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	2,152.86	2,152.86
	SUPPORT & UPDATE LICENSING - CITIZEN SELF SERVICE Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	1,671.61	1,671.61



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
045-263297	05/17/2019	2 of 2

Questions:
 Tyler Technologies - ERP & Schools
 Phone: 1-800-772-2260 Press 2, then 1
 Email: ar@tylertech.com

Bill To: Beaufort County
 Attn: Finance Department
 PO Drawer 1228
 Beaufort, SC 29901-1228

Ship To: Beaufort County
 Attn: Finance Department
 PO Drawer 1228
 Beaufort, SC 29901-1228

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1033	122959		USD	NET30	06/16/2019

Date	Description	Units	Rate	Extended Price
	SUPPORT & UPDATE LICENSING - MAPLINK GIS INTEGRATION Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	2,152.86	2,152.86
	SUPPORT & UPDATE LICENSING - PERMITS & CODE ENFORCEMENT Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	6,191.24	6,191.24
	SUPPORT & UPDATE LICENSING - APPLICANT TRACKING Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	2,228.86	2,228.86
	SUPPORT & UPDATE LICENSING - TYLER CASHIERING Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	5,065.57	5,065.57
	TRANSPARENCY PORTAL Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	13,112.72	13,112.72
	SUPPORT & UPDATE LICENSING - TYLER FORMS PROCESSING Maintenance: Start: 01/Jul/2019, End: 30/Jun/2020	1	3,770.89	3,770.89

****ATTENTION****
 Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	146,658.34
Sales Tax	1,220.38
Invoice Total	147,878.72



NWN Corporation - Charlotte
 2520 Whitehall Park Dr #250
 Charlotte NC 28273
 Phone:704-496-6961
 Tax ID# 04-3532235

Quote
 Date
 Quote #

15

Expires 7/13/2019
Sales Rep Leary, Tom
IAE
Project
Terms Net 30
Quote Title Cisco Renewal 2019-20 v2
Sales Out Contract Number SC Cisco 4400016104 Networking

Quote for:
 Attn; Finance Department
 Beaufort County Council
 PO Drawer 1228
 Beaufort SC 29901
 United States

Ship To:
 Patrick Hill
 Beaufort County Management
 106 INDUSTRIAL VILLAGE RD
 Information Systems
 BEAUFORT SC 29906-4291
 United States

Item	Quantity	Description	Price	Amount	Description
CON-SNT-1	1	SmartNet 8x5xNBD-Renewal To July 1 2020	31,599.12	31,599.12	
CON-ECMU-1	1	CISCO ESSENTIAL SOFTWARE WITH 8X5XNBD SERVICE RENWAL To July 1 2020	111,597.12	111,597.12	
CON-SAS-1	1	SmartNet SW App Support Package-Renewal To July 1 2020 Please see attached spreadsheet for details. Coverage expires 7/1/2020	842.09	842.09	

Subtotal 144,038.33
Shipping Cost (Electronic /Email delivery) 0.00
Total \$144,038.33



Remittance:
 Tyler Technologies, Inc.
 (FEIN 75-2303920)
 P.O. Box 203556
 Dallas, TX 75320-3556

Invoice #
 025-21637

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empowering people who serve the public®

Questions:
 Tyler Technologies - Local Government
 Phone: 1-800-772-2260 Press 2, then
 2
 Email: ar@tylertech.com

Bill To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Ship To: BEAUFORT COUNTY
 ATTN: FINANCE DEPARTMENT
 PO DRAWER 1228
 BEAUFORT, SC 29901-1228

Customer No.	Ord No	PO Number	Currency	Terms	Due Date
1033	90630	2017-28498	USD	NET45	04/14/2018

Description	Extended Price
EnerGov SaaS - Silver - Annual Fees - 2.1.2018 - 1.31.2019	125,722.00

Milestone Details

Description:	Contract Amount:	Percent Invoiced:	Amount Invoiced:
EnerGov - Licensing & Regulatory Suite (LRM) - Annual SaaS Fees	20,280.00	100 %	20,280.00
EnerGov - Permitting & Inspections (PLM) - Annual SaaS Fees	66,912.00	100 %	66,912.00
EnerGov - Citizen Self Service - Permitting & Land Mgmt (PLM) - Annual SaaS Fees	20,000.00	100 %	20,000.00
EnerGov - eReviews - Annual SaaS Fees	29,000.00	100 %	29,000.00
EnerGov - IG Workforce Apps - Annual SaaS Fees	11,760.00	100 %	11,760.00
EnerGov - Annual SaaS Discount	(22,230.00)	100 %	(22,230.00)
Tax : SC299010	7,543.32	100 %	7,543.32

****ATTENTION****

Order your checks and forms from
 Tyler Business Forms at 877-749-2090 or
 tylerbusinessforms.com to guarantee
 100% compliance with your software.

Subtotal	125,722.00
Sales Tax	7,543.32
Invoice Total	133,265.32

Myers, Marlene

From: Geitner, Terrence
Sent: Wednesday, May 29, 2019 1:25 PM
To: Thomas, Dave; Myers, Marlene
Cc: Loper, Shannon; Love, William
Subject: RE: FY20

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The only adjustment I am aware of, per Shannon's request, is that we will bill separately for supplies, travel, & equipment. This is on the last line item. I believe Gail will remove that and state that this will be billed based on actual usage.

From: Thomas, Dave
Sent: Wednesday, May 29, 2019 1:18 PM
To: Myers, Marlene
Cc: Geitner, Terrence; Loper, Shannon
Subject: FW: FY20
Importance: High

Marlene,
Terry will have Gail send us the new contract breakdown shortly. The new total for FY2020 is \$108,261.

From: Geitner, Terrence <tgeitner@bcgov.net>
Sent: Wednesday, May 29, 2019 1:08 PM
To: Thomas, Dave <dthomas@bcgov.net>
Subject: RE: FY20

Dave,

Gail should be getting a revised invoice reflecting the new amount as well as adjustments we have made in the cleaning contracts.

The new numbers I come up with according to Beth's directions are \$9,021.75 x 12 months (\$108,261)

We are no longer responsible for the cleaning of the Senior Center @ Burton Wells and The Senior Room @ Bluffton Center as stated in previous contracts.

Hope this helps.

From: Thomas, Dave
Sent: Wednesday, May 29, 2019 12:23 PM
To: Geitner, Terrence
Cc: Myers, Marlene
Subject: RE: FY20

What is the total cost of the annual contract? Are there any price changes from last year?

From: Geitner, Terrence <tgeitner@bcgov.net>
Sent: Wednesday, May 29, 2019 12:20 PM

To: Thomas, Dave <dthomas@bcgov.net>

Subject: FW: FY20

Importance: High

Dave,

As you can see, my delay has been a result of getting replies. I just received this correspondence from Shannon Loper yesterday, still without a definitive answer. I do not think an in person meeting will occur nor is it necessary to achieve our objective.

We are trying to tie up loose ends here and ready to do so. Maybe a nudge would be helpful.

The yellow highlighted correspondence was what Beth & I presented in hopes that Shannon would accept. We'll do what is necessary.

Thanks,

Terry

From: Loper, Shannon

Sent: Tuesday, May 28, 2019 11:21 AM

To: Geitner, Terrence

Cc: Cody, Beth; Love, William

Subject: RE: FY20

Terry,

I apologize for the delay. We are extremely busy this time of year with yearend and tournaments. I prefer paying the actual cost of materials and also would like to make sure we are getting the best prices possible. (We can discuss more in person)

Let me know some dates to meet.

Also, please note we are no longer PALS we are Parks and Recreation.

Thanks.

From: Geitner, Terrence <tgeitner@bcgov.net>

Sent: Tuesday, May 28, 2019 8:45 AM

To: Loper, Shannon <sloper@bcgov.net>

Cc: Cody, Beth <bcody@bcgov.net>; Love, William <wlove@bcgov.net>

Subject: FY20

Importance: High

Good morning Shannon,

I sent an earlier correspondence to you on 05/14. Please let me know if we are to move forward based on our last phone conversation and the message below. We are glad to make adjustments as necessary. Dave & Marlene are waiting for my reply.

Thank you

Good morning Shannon,

I discussed with Beth Cody our conversation regarding the new contract for FY20 and any changes or concerns you had. After reviewing FY19, we could propose the following:

Using the percentage method on the PALS invoice, we currently have billed \$11,772.08 so far this year. That method of calculating is designed to cover supplies and travel time. To date, we have actually paid \$9,074.70 in supplies. If you are comfortable with the following proposal, moving forward we can bill per month for the actual supplies paid for during that period. We can certainly make that adjustment and update the new terms in the FY20 contract if that is satisfactory and meets your request.

Also, I'd like to schedule a brief meeting with you prior to the beginning of the new fiscal year. It's been a year plus since we last discussed how everything is going with the PALS locations and staff. If you can propose a few dates in early June, I will make it work on my end.

Thank you Shannon for your continued support of our consumers and offering a platform for them to be gainfully employed.

Kind regards,

Terry J. Geitner

Terry J. Geitner

Adult Services Director
Beaufort County Disabilities & Special Needs
100 Clear Water Way
Beaufort, South Carolina 29906

(843) 255-6296
(843) 255-9417 fax
tgeitner@bcgov.net

Our Mission

"To provide quality services and support to our consumers and to facilitate opportunities for them to live productively and inclusively in the community."



Dave Thomas, CPPO, CPPB
Purchasing Director
E-Mail: dthomas@bcgov.net

COUNTY COUNCIL OF BEAUFORT
Beaufort County Purchasing Department
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228
Telephone (843) 255-2353 ♦ FAX (843) 255-9437

18

8 May 2019

Hilton Head Humane Association
Attn: Ms. Franny Gerthoffer
10 Humane Way
Hilton Head, SC 29926

Re: Contract for Veterinarian Services for Beaufort County Animal Services
Contract Number: 13431800712011200

It is a great pleasure to inform you that Beaufort County wishes to renew the above mentioned contract with you in accordance with the original contract dated September 2012. The contract renewal period will commence on July 1, 2019 and extend through June 30, 2020.

Please sign below and also kindly forward an updated Certificate of Insurance at your earliest convenience.

We look forward to your continued success during the contract period ahead. Please contact Marlene Myers at 843-255-2295 or myvers@bcgov.net if you have any questions.

FOR BEAUFORT COUNTY

Dave Thomas
Dave Thomas, CPPO, CPPB
Purchasing Director, Beaufort County

The signature below authorizes the renewal of the aforementioned Contract for an additional one (1) year term pursuant to amendments, original contract, and Terms and Conditions found in the original solicitation.

Charles Lane Chairman H.H.A.A.
Authorized Name and Title to bind company

12 MAY 19
Date

cc: Phil Foot/Tallulah Trice

Myers, Marlene

19

From: Carter, Cindy
Sent: Tuesday, May 28, 2019 11:51 AM
To: Myers, Marlene
Subject: RE: Agenda Item Summary Sheet022019.pdf

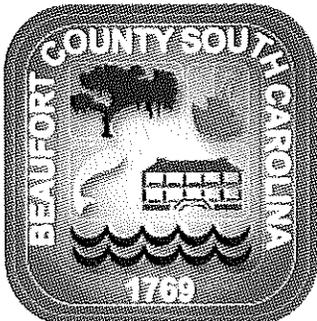
Used costs to date and the FY20 proposed budget submitted

From: Myers, Marlene <TMyers@bcgov.net>
Sent: Tuesday, May 28, 2019 11:50 AM
To: Thomas, Dave <dthomas@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>
Subject: RE: Agenda Item Summary Sheet022019.pdf

Cindy, how were you notified of the price increases? Can you send me the documentation so we can have as backup?

C2G FY19 \$94,500 FY20 \$98,400
CARE – currently posted IFB 053019
Dolphin Shared Management FY19 \$124,008 FY20 \$126,432
Republic FY19 \$1,800,000 FY20 \$1,910,000
South Coast FY19 \$192,000 FY20 \$212,000
Strickland FY19 \$68,000 FY20 \$68,000
Waste Management (Hilton Head Hauling) FY19 \$640,000 FY20 \$640,000
Waste Management (Oakwood Landfill) FY19 \$350,000 FY20 \$355,000

T. Marlene Myers. MBA
Contracts Manager
Purchasing
P.O. Drawer 1228
Beaufort, SC 29901
PH- (843) 255-2295
Fax- (843) 255-9437



Cindy Carter

Solid Waste Coordinator
Beaufort County Public Works
Solid Waste and Recycling
(843) 255-2745 (office)
(843) 812-8023 (mobile)
ccarter@bcgov.net

From: Thomas, Dave <dthomas@bcgov.net>

Sent: Tuesday, May 28, 2019 10:09 AM

To: Brock, Sarah <sbrock@bcgov.net>; Myers, Marlene <TMyers@bcgov.net>

Cc: Grant, Quandara <ggrant@bcgov.net>; Foot, Philip <philipf@bcgov.net>; Wilhelm, David <dwilhelm@bcgov.net>; Carter, Cindy <ccarter@bcgov.net>; Rembold, Jon <jrembold@bcgov.net>; Hill, Patrick <phill@bcgov.net>; Hunt, Gregg <ghunt@bcgov.net>; Greenway, Eric <egreenway@bcgov.net>; Taylor, Marci <marcit@bcgov.net>; Love, William <wlove@bcgov.net>; Cody, Beth <bcody@bcgov.net>; Loper, Shannon <sloper@bcgov.net>; Gregory, Suzanne <suzanneg@bcgov.net>; Roseneau, Jerri <jroseneau@bcgov.net>; Butts, Dale <dbutts@bcgov.net>; Morgan, Daniel <danielm@bcgov.net>

Subject: Agenda Item Summary Sheet022019.pdf

Importance: High

Sarah,

Thank you for your help this morning. I know you are busy getting ready to go to Bluffton. As we discussed on the phone I have attached the AIS summary sheet for our renewal contracts for FY 2020. The excel spread sheet and backup will be emailed to you later in the week as we are still updating it.

Respectfully,

Dave

David (Dave) L. Thomas, CPPB, CPPO
Purchasing Director, Beaufort County
P.O. Drawer 1228
106 Industrial Village Road, Bld#2
Beaufort, SC 29901
Office: 843-255-2304
Moble: 843-812-8217
dthomas@bcgov.net



CONTRACT FOR SERVICES FOR BEAUFORT COUNTY

THIS AGREEMENT (the "Agreement") is made this 30th day of May 2018, by and between Beaufort County, a political subdivision of the State of South Carolina (hereinafter referred to as "County") and C2G, (hereinafter referred to as "Contractor").

WITNESSETH:

WHEREAS, the Contractor and the County desire to enter into an agreement relating to the pickup of scrap/waste tires, subject to the terms, specifications, conditions and provisions of the Invitation for Bid as heretofore mentioned.

NOW, THEREFORE, the Contractor and the County agree to all of these terms, conditions, specifications, provisions and the special provisions as listed below:

- A. This Agreement is deemed to be under and shall be governed by and construed according to the laws of the State of South Carolina.
- B. Any litigation arising out of the Agreement shall be held only in a Circuit Court of Beaufort County, Beaufort, South Carolina, in the Fourteenth Judicial Circuit.
- C. The Contractor shall not sublet, assign, nor by means of a stock transfer sale of its business, assign or transfer this Agreement without the written consent of the County.
- D. This Agreement, including the terms, conditions, specifications and provisions listed herein makes up the entire contract between the Contractor and County. No other agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either party hereto.
- E. It is understood that this Agreement shall be considered exclusive between the parties.
- F. Any provisions of this Agreement found to be prohibited by law shall be ineffective, to the extent of such prohibition, without invalidating the remainder of the Agreement.

NOW, THEREFORE, in consideration of mutual covenants contained herein, the parties agree as follows:

**ARTICLE 1
DESCRIPTION**

The scope of work consists of but is not limited to: pickup of scrap/waste tires and transport/delivery of tires to a permitted tire recycling facility for Beaufort County. This Agreement shall consist of all the terms, conditions, specifications and provisions contained in IFB 051718 dated April 16, 2018 (Exhibit "A") and the Contractor's Proposal dated May 16, 2018 and attached as (Exhibit "B") both of which are made a part hereof and incorporated herein by reference.

**ARTICLE 2
LIABILITY**

The County and Contractor shall not be responsible to each other for any incidental, indirect or consequential damages incurred by either Contractor or County or for which either party may be liable to any third party which damages have been or are occasioned by services performed or reports prepared or other work performed hereunder. Further, Contractor's liability to the County and any other party for any losses, injury or damages to persons or properties or work performed arising out of/in connection with this Agreement and for any other claim, whether the claim arises in contract, tort, statute or otherwise, shall be limited to the amount of the total fees due to the Contractor from the County hereunder.

**ARTICLE 3
INDEMNIFICATION AND HOLD HARMLESS**

The Contractor does hereby agree to indemnify and save harmless the County, its officers, agents, subcontractors and employees from and against any and all third party liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal of any kind and nature to the extent arising or growing out of or in any way connected with the negligent performance of the Agreement, by Contractor, its agents, servants or employees; provided, however that any such liability or damages shall be reduced to the extent caused by the acts or omissions of the County.

**ARTICLE 4
ASSIGNMENT**

Contractor shall not assign or subcontract any rights or duties of this Agreement, except to an affiliated company, without the expressed written consent of the County, which consent shall not be unreasonably withheld, conditioned or delayed. Any assignment or subcontract without the written consent of County shall be void and this Agreement shall terminate at the option of the County.

**ARTICLE 5
TERM**

The initial term of this Agreement shall begin 01 July 2018 and end on 30 June 2019, with an additional option of four (4) one-year renewal periods to be exercised by the County upon 180 days advance notice to the Contractor.

**ARTICLE 6
COMPENSATION**

Compensation is based on Contractor's proposed fee as outlined in their proposal. The County's cost of this Agreement through the term of the contract will not exceed \$350.00 (three hundred fifty dollars) per ton or \$94,500 (ninety-four thousand five hundred dollars) per year subject to the terms and conditions of this Agreement.

**ARTICLE 7
INSURANCE**

Contractor does hereby covenant, agree and hereby represent to the County that it has obtained worker's compensation insurance, general liability and automobile liability insurance, as well as providing coverage against potential liability arising from and in any manner relating to the Contractor's use or occupation of the premises during the course of performing the contracted services, all in accordance with and as described in the County's IFB 051718.

INSURANCE REQUIREMENTS: Prior to commencing work hereunder, Contractor, at its expense, shall furnish insurance certificate showing the certificate holder as Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901-1228, Attention: Purchasing Director and Risk Management and with a special notation naming Beaufort County as an Additional Insured on the general liability coverages. If not otherwise specified, the minimum coverage shall be as follows:

1. Workers' Compensation Insurance - Contractor shall have and maintain, during the life of this contract, Worker's Compensation Insurance for its employees connected to the work/delivery, in accordance with the Statutes of the State of South Carolina and any applicable laws.
2. Commercial General Liability Insurance - Contractor shall have and maintain, during the life of this contract, Commercial General Liability Insurance. Said Commercial General Liability Policy shall contain Contractual Liability and Products/Completed Operations Liability subject to the following minimum limits: BODILY INJURY of at least \$1,000,000 PER PERSON, \$1,000,000 PER OCCURRENCE; PROPERTY DAMAGE of at least \$1,000,000 PER OCCURRENCE; or BODILY INJURY/PROPERTY DAMAGE of at least \$1,000,000 COMBINED SINGLE LIMIT.

3. Comprehensive Automobile Liability Insurance - The Contractor shall have and maintain, during the life of this contract, Comprehensive Automobile Liability, including non-owned and hired vehicle, of at least \$1,000,000 PER PERSON, \$1,000,000 PER OCCURRENCE; PROPERTY DAMAGE of at least \$1,000,000 PER OCCURRENCE, or BODILY INJURY/PROPERTY DAMAGE of at least \$1,000,000 COMBINED SINGLE LIMIT.
4. The required insurance policy at the time of issue must be written by a company licensed to do business in the State of South Carolina and be acceptable to the County.
5. The Contractor shall not cause any insurance to be canceled or permit any insurance to lapse. If any of the policies required hereunder shall not canceled or non-renewed, it shall be replaced with no coverage gap and a current certificate of insurance will be provided immediately thereafter. Certificates of Insurance shall contain transcript from the proper office of the insurer, the location, and the operations to which the insurance applies, and the expiration date.
6. The information described above sets forth minimum amounts and coverages and is not to be construed in any way as a limitation on the Contractor's liability.

**ARTICLE 8
DEFAULT**

In the event of default or breach of any condition of this Agreement resulting in litigation, the prevailing party would be entitled to reasonable attorneys' fees fixed by the Court. The remedies herein given to County shall be cumulative, and the exercise of any one remedy by the County shall not be to the exclusion of any other remedy.

**ARTICLE 9
TERMINATION**

In the event that Contractor fails to perform (or fails to commence the cure of any breach, which shall be diligently prosecuted in good faith) the services described within five (5) business days of its receipt of a written demand from the County, County may terminate the Agreement immediately upon notice provided such notice is at least five (5) business days following the County's notice of non-performance. In the event that the County breaches any of the terms of this Agreement including, but not limited to, non-payment, and fails to cure such breach within fifteen (15) business days of its receipt of a written demand from the Contractor, Contractor may terminate the Agreement immediately upon notice, provided such notice is at least fifteen (15) business days following the Contractor's notice of breach. Upon such termination, the County has the right to award a Contract to an alternate contractor.

**ARTICLE 10
COUNTY RESPONSIBILITIES**

The County will be responsible to provide the Contractor reasonable access to County locations when necessary, ensure cooperation of County employees in activities reasonable and appropriate under the project, and obtain authorization for access to third party sites, if required.

**ARTICLE 11
FORCE MAJEURE**

Should performance of Contractor services be materially affected by causes beyond its reasonable control, a Force Majeure results. Force Majeure includes, but is not restricted to, acts of God, acts of a legislative, administrative or judicial entity, acts of contractors other than subcontractors of Contractor, fires, floods, labor disturbances, and unusually severe weather. Contractor will be granted a time extension and the parties will negotiate an adjustment to the fee, where appropriate, based upon the effect of the Force Majeure upon Contractor's performance.

**ARTICLE 12
SEVERABILITY**

Every term or provision of this Agreement is severable from others. Notwithstanding any possible future finding by a duly constituted authority that a particular term or provision is invalid, void, or unenforceable, this Agreement has been made with the clear intention that the validity and enforceability of the remaining parts, terms and provisions shall not be affected thereby.

**ARTICLE 13
INDEPENDENT CONTRACTOR**

The Contractor shall be fully independent in performing the services and shall not act as an agent or employee of the County. As such, the Contractor shall be solely responsible for its employees, subcontractors, and agents and for their compensation, benefits, contributions and taxes, if any.

**ARTICLE 14
NOTICE**

The Contractor and the County shall notify each other of service of any notice of violation of any law, regulation, permit or license relating to the services; initiation of any proceedings to revoke any permits or licenses which relate to such services; revocation of any permits, licenses or other governmental authorizations relating to such services; or commencement of any litigation that could affect such services. Such notice shall be delivered by U. S. mail with proper postage affixed thereto and addressed as follows:

County: Interim Beaufort County Administrator
Attn: Mr. Josh Gruber
P. O. Drawer 1228
Beaufort, SC 29901-1228

Beaufort County
Attn: Beaufort County Purchasing Director
P. O. Drawer 1228
Beaufort, SC 29901-1228

Contractor: C2G, Ltd. Co.
110 Mallock Ct.
Goose Creek, SC 29445

ARTICLE 15 AUDITING

The Contractor shall make available to the County if requested, true and complete records, which support billing statements, reports, performance indices, and all other related documentation. The County's authorized representatives shall have access during reasonable hours to all records, which are deemed appropriate to auditing billing statements, reports, performance indices, and all other related documentation. The Contractor agrees that it will keep and preserve for at least seven years all documents related to the Agreement, which are routinely prepared, collected or compiled by the Contractor during the performance of this Agreement.

ARTICLE 16 GRATUITIES

The right of the Contractor to proceed or otherwise perform this Agreement, and this Agreement may be terminated if the County Administrator or his appointed designee determine, in their sole discretion, that the Contractor or any officer, employee, agent, or other representative whatsoever, of the Contractor offered or gave a gift or hospitality to a County officer, employee, agent or Contractor for the purpose of influencing any decision to grant a County Contract or to obtain favorable treatment under any County Contract.

ARTICLE 17 INVOICES

All invoices for work done under this Agreement should be directed to Cindy Carter, Solid Waste Coordinator, Beaufort County Public Works, for Beaufort County.

Located at:

120 Shanklin Road
Beaufort, SC 29906

Invoices should include:

- a) Period of time covered by the invoice
- b) Summary of work performed for the billing period
- c) Purchase order and Contract Number
- d) Tax Identification Number
- e) Schedule of Values
- f) Division #
- g) Description of work
- h) Work completed
- i) Balance to finish
- j) Retainage
- k) Change orders

Unless otherwise indicated, all invoices must be timely and accurate. The Contractor will make periodic requests for payment for this Agreement and approved Change Orders. Invoices will be itemized by Scope of Work tasks and Change Order number.

ARTICLE 19 PURCHASE ORDERS

The County will issue Purchase Orders from properly executed requisitions for this Agreement and each approved Change Order. The County shall not be responsible for invoices of \$500 or more that do not have a purchase order covering them.

ARTICLE 20 ORDER OF DOCUMENTS

The following are incorporated into and made a part of this Agreement by reference:

- a) IFB and Bid Response

ARTICLE 21 TOTAL AGREEMENT

This Agreement constitutes the entire contract between the parties hereto. No representations, warranties or promises pertaining to this Agreement have been made or shall be binding upon any of the parties, except as expressly stated herein.

This Agreement shall be construed in accordance and governed by the laws of the State of South Carolina.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

WITNESSES:

Chris Harris

Susan B. Fogleman

BEAUFORT COUNTY, a political
Subdivision of the State of South Carolina

[Signature]

Signature: _____
Name: Josh Gruber, Interim County
Administrator
P. O. Drawer 1228
Beaufort, SC 29901-1228
Phone: 843-255-2026
Fax: 843-255-9403
Date: 6-19-18

WITNESSES:

Carol Huggins

Jane Huhak

C2G, LTD. CO

[Signature]

Name: THOMAS COPELAND
Address: 12653 COTTAGEVILLE HWY, Cottageville, SC 29435
Phone: 843 879 0942
Email: Tom.Copeland@C2GLTD.COM
Date: 6-19-18



Pictometry International Corp.
 25 Methodist Hill Drive
 Rochester, NY 14623
 Phone: (585)-486-0093
 accountsreceivable@eagleview.com

INV

20

Date
4/19/2019

Bill To
Beaufort County, SC Dan Morgan Arthur Horne Building 104 Ribaut Road Beaufort SC 29902 United States

Ship To
Beaufort County, SC Dan Morgan Arthur Horne Building 104 Ribaut Road Beaufort SC 29902 United States

Customer ID	PO Number	Payment Term	Order #	Salesperson	Ship Date
A119835	Flight #3 Year 2	Net 365	C158184	Erin Ford	4/19/2019
Qty	Description				Amount
1	License Payment 2 of 2 Due at First Anniversary of Shipment of Imagery - 04/18/2020				\$85,291.75

Subtotal	\$85,291.75
Tax	\$5,117.51
Total	\$90,409.26
Deposits/Credits	\$0.00
Total Due (USD)	\$90,409.26

Please make checks payable to Pictometry International Corp.



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**
106 Industrial Village Road
Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

21

TO: Councilman Jerry W. Stewart, Chairman, Finance Committee

FROM: Dave Thomas, CPPO, Purchasing Director

SUBJ: **Contract Award Recommendation for Request for Proposal (RFP) #071616, Auditing and Consulting Services for the Beaufort County Finance Department**

DATE: August 4, 2016

BACKGROUND: The Beaufort County Purchasing Department issued a Request for Proposals for External Financial Audit Services, including a required Single Audit of federal expenditures, Agreed Upon Procedures for the Beaufort County Disabilities and Special Needs Department and a Passenger Facility Charge (PFC) Audit for the Hilton Head Island Airport for three (3) fiscal years, 2016, 2017 and 2018. There were six (6) Certified Public Accounting (CPA) firms that responded with a proposal. An evaluation committee consisting of Alicia Holland, Assistant County Administrator - Finance, Chanel Lewis, County Controller, Maria Walls, County Treasurer, and Tom Keaveny, County Attorney, evaluated the proposals. Mauldin and Jenkins, LLC, Macon, GA was selected as the number one ranked firm and was interviewed for further information.

VENDOR BID INFORMATION:

	<u>COST:</u>
1. Mauldin & Jenkins, Macon, GA	\$173,500
2. Greene, Finney & Horton, LLP, Mauldin, SC	\$145,500
3. Webster Rogers LLP, Bluffton, SC	\$196,350
4. Thompson, Price, Scott, Adams & Co., PA, Whiteville, NC	\$265,500
5. Martin Smith & Company, CPAs, PA, Greenville, SC	\$153,000
6. Cherry Bekaert, Augusta, GA*	\$215,200

* Cherry Bekaert, LLP, Augusta, GA – this firm was our current auditors for the most recent three (3) fiscal years, 2013, 2014 and 2015. The evaluation committee felt that a rotation of auditors was in the best interest of the County.

AH

FUNDING:

General Fund Accounts:
10001100-51160, County Administrator, Professional Services
10001111-51160, Finance, Professional Services

FOR ACTION: Finance Committee meeting occurring on August 8, 2016.

RECOMMENDATION: The Finance Committee approve and recommend to County Council the contract award to Mauldin & Jenkins of Macon, GA, the top ranked firm, for the three (3) fiscal years 2016, 2017, and 2018 in the amount of \$173,500.

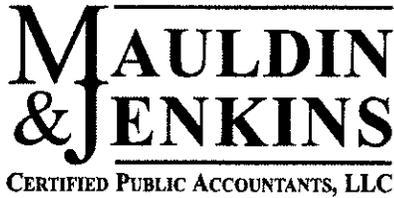
cc: Gary Kubic, County Administrator *GKubic*
Joshua Gruber, Deputy County Administrator/Special Counsel *JG*
Alicia Holland, Assistant County Administrator, Finance *AH*

Att: Bid Tab

Audit Proposals Evaluation Summary.xlsx

	WebsterRogers LLP Bluffton, SC	Greene Finney & Horton Mauldin, SC	Cherry Bekaert, LLP Augusta, GA	Martin Smith & Company, CPAs Greenville, SC	Mauldin & Jenkins Macon, GA	Thompson, Price, Scott, Adams & CO Whiteville, NC
Tom Keaveny	79	80	-	69	87	74
Alicia Holland	69	78	69	65	92	63
Chanel Lewis	59	84	63	53	93	55
Maria Walls	76	75	-	55	100	55
Average Score	71	79	33	61	93	62

Note: Cherry Bekaert, LLP were the auditors for the most recent fiscal year ending 6/30/2015. This firm was not scored by 2 members of the committee.



July 9, 2018

Members of the County Council
Beaufort County, South Carolina
106 Industrial Village Road, Building 2
Beaufort, South Carolina 29906

Ladies and Gentlemen:

We appreciate the opportunity to propose on preparing the Comprehensive Annual Financial Report (CAFR) of Beaufort County, South Carolina (the "County"), in conjunction with our performance of the annual audit.

Mauldin & Jenkins has significant experience preparing financial statements of state and local governments. We believe that **Mauldin & Jenkins is the leader in auditing state and local governments in the southeast.** We differentiate ourselves from our peers in the following ways:

❖ Mauldin & Jenkins presently provides over 85,000 hours of service to approximately 400 governmental units in the Southeast on an annual basis. Such experience results in the utilization of over 90 full-time equivalent professionals. Consider the following:

- We audit more counties in the Southeast than any other firm.
- We audit more cities in Southeast than any other firm.
- We serve 114 governments awarded the GFOA's and, or ASBO's Financial Reporting Certificates.
- We prepare the Financial Statements for approximately 75% of the 400 governmental units we serve on an annual basis.

CAFR Certificates of Achievement & Excellence



Mauldin & Jenkins has served approximately 400 governments in the past several years, and 114 governmental units who obtain the GFOA's Certificate of Achievement for Excellence in Financial Reporting (and, or the ASBO's Certificate of Excellence in Financial Reporting).



Mauldin & Jenkins' clients have never failed to obtain the Certificate! Mauldin & Jenkins is batting 1000%. Every CAFR submitted has received the award. The following are current clients:

Counties:

- 1) Athens-Clarke Co.
- 2) Augusta-Richmond Co.
- 3) Barrow Co.
- 4) Beaufort Co., SC
- 5) Chatham Co.
- 6) Cherokee Co.
- 7) Clayton Co.
- 8) Colleton Co., SC
- 9) DeKalb Co.
- 10) Douglas Co.
- 11) Edgefield Co., SC
- 12) Floyd Co.
- 13) Forsyth Co.
- 14) Glynn Co.
- 15) Gwinnett Co.
- 16) Hamilton Co., TN
- 17) Henry Co.
- 18) Jackson Co.
- 18) Lancaster Co., SC
- 19) Liberty Co.
- 20) Macon-Bibb Co.
- 21) Oconee Co., SC
- 22) Orange Co., NC
- 23) Paulding Co.
- 24) Rockdale Co.
- 26) Spalding Co.
- 27) Walton Co.

Cities:

- 28) Alken, SC
- 29) Albany
- 30) Alpharetta
- 31) Americus
- 32) Austell
- 33) Ball Ground
- 34) Beaufort, SC
- 35) Bluffton, SC
- 36) Bradenton, FL
- 37) Bristol, TN
- 38) Brookhaven
- 39) Brunswick
- 40) Chamblee
- 41) Charleston, SC
- 42) Chamblee
- 43) College Park
- 44) Conyers
- 45) Cooper City, FL
- 46) Covington
- 47) Decatur
- 48) Douglasville
- 49) Dunwoody
- 50) Fayetteville
- 51) Fairburn
- 52) Forest Park
- 53) Garden City
- 54) Griffin
- 55) Haines City, FL
- 56) Hallandale Bch, FL
- 57) Hapeville

- 58) Hardeeville, SC
- 59) Hinesville
- 60) John's Creek
- 61) Kennesaw
- 62) Kingsland
- 63) Marco Island, FL
- 64) Longboat Key, FL
- 65) Milledgeville
- 66) Milton
- 67) Monroe
- 68) Morrow
- 69) Naples, FL
- 70) New Bern, NC
- 71) North Port, FL
- 72) Peachtree City
- 73) Pensacola, FL
- 74) Perry
- 75) Pinecrest, FL
- 76) Pooler
- 77) Port Wentworth
- 78) Riverdale
- 79) Rockmart
- 80) Rome
- 81) Roswell
- 82) Sandy Springs
- 83) Savannah
- 84) Suwanee
- 85) Tuscaloosa, AL
- 86) Union City
- 87) Valdosta

Boards of Education:

- 88) Atlanta Public Schools
- 89) Bibb County Schools
- 90) Cartersville City Schools
- 91) Clayton County Schools
- 92) Cobb County Schools
- 93) Fayette County Schools
- 94) Fulton County Schools
- 95) Gwinnett County Schools
- 96) Lee County School District
- 97) Marietta City Schools
- 98) Richland Co. School District One
- 99) Savannah-Chatham County Schools

State Governmental Entities:

- 100) Ga. Environ. Fin. Auth. (GEFA)
- 101) Ga. Ports Authority

Other Governmental Entities:

- 102) Central Savannah River Area Regional Comm.
- 103) Charleston Water System
- 104) Clayton County Water Auth.
- 105) Cobb County - Marietta Water Authority
- 106) Greenwood Commissioners of Public Works
- 107) Greer Commission of Public Works
- 108) Henry County Water Auth.
- 109) Lowcountry Regional Transportation Auth.
- 110) Macon Water Authority
- 111) Mount Pleasant Waterworks
- 112) Public Building Auth. of Knox Co. & Knoxville
- 113) South Florida Transportation Authority
- 114) Tampa Bay Water Authority

The County has requested we provide an estimated fee relative to the preparation of the County's Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2018. Based on our review of the County's audited financial statements the previous two years, we propose a fee between \$8,000 and \$12,000 for the year ended June 30, 2018. In subsequent years, we propose a fee between \$5,000 and \$7,000.

The above price includes everything relative to the preparation of the County's CAFR. So long as there are no significant changes or the scope of services requested or significant problems requiring additional time, our quoted fees will not change.

As a member at Mauldin & Jenkins, LLC, I am certified and authorized to represent Mauldin & Jenkins, LLC, empowered to submit the bid, and authorized to sign a contract with the County.

Beaufort County is a very important client to Mauldin & Jenkins and one we are proud to serve. We would welcome the opportunity to meet with management and governing board officials to further discuss our proposal and qualifications. Please contact us at (800) 277-0050 or via email at dirwin@mjcpc.com. Again, on behalf of Mauldin & Jenkins, thank you for the opportunity to serve.

Very truly yours,
Mauldin & Jenkins, LLC



David Irwin, CPA
Partner

Pricing of Services

As requested, we have enclosed herewith an all-inclusive maximum fee for proposal of the annual financial / compliance audits for Beaufort County, South Carolina, as well as the Disabilities and Special Needs Agreed-Upon Procedures and the Passenger Facility Charge Audit. The proposal contains all pricing information relative to performance of all requested services. Our fees for these services are as follows:

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES	
TOTAL ALL INCLUSIVE FEE FOR 2016	
	FEE
ANNUAL COUNTY AUDIT AND SINGLE AUDIT	\$ 46,500
DISABILITIES AND SPECIAL NEEDS AGREED-UPON-PROCEDURES	6,500
PASSENGER FACILITY CHARGE AUDIT	2,500
TOTAL ALL-INCLUSIVE PRICE FOR 2016 AUDIT	\$ 55,500

To further break down each year's proposed audit fee, please see the following schedules detailing out our estimated time requirements by staffing level and entity:

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES			
FOR THE ANNUAL AUDIT AND SINGLE AUDIT OF THE 2016 FINANCIAL STATEMENTS			
	HOURS	HOURLY RATES	TOTAL
PARTNERS	140	\$200	\$ 28,000
MANAGERS	115	\$140	16,100
SUPERVISORY/SENIOR STAFF	200	\$110	22,000
TOTAL FOR SERVICES DESCRIBED IN RFP	455		66,100
OUT OF POCKET EXPENSES			
MEALS AND LODGING			3,500
TRANSPORTATION			500
OTHER			-
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			(23,600)
TOTAL ALL-INCLUSIVE PRICE FOR 2016 COUNTY FINANCIAL AND SINGLE AUDIT			\$ 46,500

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE DISABILITIES AND SPECIAL NEEDS 2016 AGREED-UPON PROCEDURES**

	<u>HOURS</u>	<u>HOURLY RATES</u>	<u>TOTAL</u>
PARTNERS	5	\$200	\$ 1,000
MANAGERS	15	\$140	2,100
SUPERVISORY/SENIOR STAFF	<u>40</u>	\$110	<u>4,400</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>60</u>		<u>7,500</u>
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(1,000)</u>
TOTAL ALL-INCLUSIVE PRICE FOR 2016 AGREED-UPON PROCEDURES			<u>\$ 6,500</u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE PASSENGER FACILITY CHARGE 2016 AUDIT**

	<u>HOURS</u>	<u>HOURLY RATES</u>	<u>TOTAL</u>
PARTNERS	5	\$200	\$ 1,000
MANAGERS	5	\$140	700
SUPERVISORY/SENIOR STAFF	<u>15</u>	\$110	<u>1,650</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>25</u>		<u>3,350</u>
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(850)</u>
TOTAL ALL-INCLUSIVE PRICE FOR PASSENGER FACILITY CHARGE 2016 AUDIT			<u>\$ 2,500</u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
TOTAL ALL INCLUSIVE FEE FOR 2017**

	FEE
ANNUAL COUNTY AUDIT AND SINGLE AUDIT	\$ 48,000
DISABILITIES AND SPECIAL NEEDS AGREED-UPON-PROCEDURES	7,000
PASSENGER FACILITY CHARGE AUDIT	3,000
TOTAL ALL-INCLUSIVE PRICE FOR 2017 AUDIT	\$ 58,000

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE ANNUAL AUDIT AND SINGLE AUDIT OF THE 2017 FINANCIAL STATEMENTS**

	HOURS	HOURLY RATES	TOTAL
PARTNERS	130	\$205	\$ 26,650
MANAGERS	110	\$145	15,950
SUPERVISORY/SENIOR STAFF	180	\$115	20,700
TOTAL FOR SERVICES DESCRIBED IN RFP	420		63,300
OUT OF POCKET EXPENSES			
MEALS AND LODGING			3,500
TRANSPORTATION			500
OTHER			-
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			(19,300)
TOTAL ALL-INCLUSIVE PRICE FOR 2017 COUNTY FINANCIAL AND SINGLE AUDIT			\$ 48,000

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE DISABILITIES AND SPECIAL NEEDS 2017 AGREED-UPON PROCEDURES**

	<u>HOURS</u>	<u>HOURLY RATES</u>	<u>TOTAL</u>
PARTNERS	10	\$205	\$ 2,050
MANAGERS	5	\$145	725
SUPERVISORY/SENIOR STAFF	<u>40</u>	\$115	<u>4,600</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>55</u>		<u>7,375</u>
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(375)</u>
TOTAL ALL-INCLUSIVE PRICE FOR 2017 AGREED-UPON PROCEDURES			<u>\$ 7,000</u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE PASSENGER FACILITY CHARGE 2017 AUDIT**

	<u>HOURS</u>	<u>HOURLY RATES</u>	<u>TOTAL</u>
PARTNERS	5	\$205	\$ 1,025
MANAGERS	5	\$145	725
SUPERVISORY/SENIOR STAFF	<u>15</u>	\$115	<u>1,725</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>25</u>		<u>3,475</u>
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(475)</u>
TOTAL ALL-INCLUSIVE PRICE FOR PASSENGER FACILITY CHARGE 2017 AUDIT			<u>\$ 3,000</u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
TOTAL ALL INCLUSIVE FEE FOR 2018**

	FEE
ANNUAL COUNTY AUDIT AND SINGLE AUDIT	\$ 50,000
DISABILITIES AND SPECIAL NEEDS AGREED-UPON-PROCEDURES	7,000
PASSENGER FACILITY CHARGE AUDIT	<u>3,000</u>
TOTAL ALL-INCLUSIVE PRICE FOR 2018 AUDIT	<u>\$ 60,000</u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE ANNUAL AUDIT AND SINGLE AUDIT OF THE 2017 FINANCIAL STATEMENTS**

	HOURS	HOURLY RATES	TOTAL
PARTNERS	125	\$210	\$ 26,250
MANAGERS	105	\$150	15,750
SUPERVISORY/SENIOR STAFF	<u>170</u>	\$120	<u>20,400</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>400</u>		<u>62,400</u>
OUT OF POCKET EXPENSES			
MEALS AND LODGING			3,750
TRANSPORTATION			500
OTHER			-
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(16,650)</u>
TOTAL ALL-INCLUSIVE PRICE FOR 2017 COUNTY FINANCIAL AND SINGLE AUDIT			<u>\$ 50,000</u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE DISABILITIES AND SPECIAL NEEDS 2018 AGREED-UPON PROCEDURES**

	<u>HOURS</u>	<u>HOURLY RATES</u>	<u>TOTAL</u>
PARTNERS	10	\$210	\$ 2,100
MANAGERS	5	\$150	750
SUPERVISORY/SENIOR STAFF	<u>40</u>	\$120	<u>4,800</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>55</u>		<u>7,650</u>
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(650)</u>
TOTAL ALL-INCLUSIVE PRICE FOR 2018 AGREED-UPON PROCEDURES			<u><u>\$ 7,000</u></u>

**SCHEDULE OF PROFESSIONAL FEES AND EXPENSES
FOR THE PASSENGER FACILITY CHARGE 2018 AUDIT**

	<u>HOURS</u>	<u>HOURLY RATES</u>	<u>TOTAL</u>
PARTNERS	5	\$210	\$ 1,050
MANAGERS	5	\$150	750
SUPERVISORY/SENIOR STAFF	<u>15</u>	\$120	<u>1,800</u>
TOTAL FOR SERVICES DESCRIBED IN RFP	<u>25</u>		<u>3,600</u>
LESS: MAULDIN & JENKINS DISCOUNT FROM STANDARD FEES			<u>(600)</u>
TOTAL ALL-INCLUSIVE PRICE FOR PASSENGER FACILITY CHARGE 2018 AUDIT			<u><u>\$ 3,000</u></u>

Important Notes to be Considered:

Note (1): We would like to share with the County that it is Mauldin & Jenkins' policy to not charge for simple discussions and conversations that occur between the governmental entity and Mauldin & Jenkins that are only simple discussions (i.e., a phone call to ask certain questions that do not require additional research) and are not a part of the services requested by the entity. **Additionally as noted elsewhere within our proposal, we provide free quarterly continuing education classes to our clients.**

Note (2): If it should become necessary for the County to request the auditor to render any additional services to either supplement the services requested in the RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement, then such additional work shall be performed only if set forth in an addendum to the contract between the County and Mauldin & Jenkins. **Any additional services requested by the County will be billed at the above quoted hourly rates.**

Note (3): The pricing schedules contain all pricing information relative to performance of the audit as required by the County including all reimbursement for travel, lodging, communications, etc. Our estimated number of hours and the associated fee estimate indicated are based on our professional judgment and experience with similar governmental entities. So long as there are no significant changes in the operations or the number of major programs of the County and or the scope of services requested or significant problems requiring additional time, **our quoted fees will not change.**

This proposal is submitted for use in connection with and in response to Beaufort County RFP # 1315010130218. This is to certify, to the best of my knowledge and belief, that the cost and pricing data summarized herein are complete, current, and accurate as of July 6, 2016, and that a financial accounting capability exists to fully and accurately account for the financial transactions under this project. I further certify that I understand that the sub-agreement price may be subject to downward renegotiation and/or recoupment where the above cost and pricing data have been determined, as a result of audit, not to have been complete, current, and accurate as of the date above. This cost proposal is made without prior understanding, agreement, or connections with any corporation, firm, or person submitting a proposal for the same service and is in all respect fair and without collusion or fraud. I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal.

Signature of Offeror's Representative authorized to enter into contract with Beaufort County Council:

FIRM NAME: Mauldin & Jenkins, LLC

BY: *Miller Edwards* DATE: July 6, 2016
(Signature)

TYPE/PRINT: Miller Edwards Partner
(Name) (Title)

ADDRESS: 300 Mulberry Street, Suite 300.
(Street Address and/or P. O. Box Number)

Macon Georgia 31201
(City) (State) (Zip Code)

PHONE: (800) 277-0050 FAX: (478) 464-8071
(Area Code) Phone Number (Area Code) Fax Number

EMAIL: medwards@mjcpa.com

FEDERAL ID#: 58-0692043 S.C. TAX #: _____

Beere, Melissa

22

From: Stewart, Emily
Sent: Thursday, May 9, 2019 1:40 PM
To: Beere, Melissa; Gregory, Suzanne
Subject: FW: USI Contract

Melissa,
Below is the answer to your question.

Emily G. Stewart, PHR



Employee Services Specialist
Beaufort County Employee Services
(843)255-2985 · Phone
(843) 255-9484 · Fax
estewart@bcgov.net

This e-mail and any files transmitted with it are confidential and are intended solely for the use of the individual or entity to which they are addressed. This communication may contain materials protected by pending HIPAA legislation. If you are not the intended recipient or the person responsible for delivering this email to the intended recipient, be advised that you have received this email in error and that any use, dissemination, forwarding, printing, or copying of this email is strictly prohibited. If you have received this email in error, please notify the sender by replying to this email and then delete the email from your computer.

From: Corbin Wimberly <corbin.wimberly@usi.com>
Sent: Thursday, May 9, 2019 1:26 PM
To: Stewart, Emily <estewart@bcgov.net>
Subject: RE: USI Contract

Hey Emily,
I confirmed there are no proposed changes to our contract. It renews again 8/1/2021.

Thanks!

MRS. CORBIN WIMBERLY, CEBS
Employee Benefits Consultant
Vice President
USI Insurance Services, LLC
176 Croghan Spur Rd., Suite 300
Charleston, SC 29407
o: 854.529.1611 | c: 843.343.5209 | f: 610.537.1977
corbin.wimberly@usi.com | www.usi.com



Client Service Agreement – Employee Benefits

This Client Service Agreement (“Agreement”) is made and entered into this 1st day of August, 2018, (“Effective Date”), by and between USI Insurance Services National, Inc., having an office located at 176 Croghan Spur Road, Suite 300, Charleston, SC 29407 (“USI”), and Beaufort County Government having an office located at 106 Industrial Boulevard, Beaufort, SC 29906 (“Client”).

WHEREAS, USI is duly licensed to engage in the insurance business for the purposes set forth herein, and;

WHEREAS, Client desires to engage the services of USI upon the terms and conditions hereinafter set forth;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. LINES OF INSURANCE COVERAGE

This Agreement is entered into with respect to the following lines of insurance coverage and for which Client agrees to retain USI as its Broker of Record:

Medical & Rx
Dental
Vision
Basic Life & AD&D
Voluntary Life & AD&D
STD
LTD includes EAP

2. SERVICES

USI agrees to provide to Client the following insurance brokerage services:

Consulting Services

- Conduct strategic planning meetings to review current performance of Client's current employee benefits coverage and establish future objectives and strategies to manage Client's employee benefit coverages to which this Agreement applies.
- Keep Client informed of significant changes and/or trends in the employee benefits marketplace.
- Benchmark plan costs and employee contributions to industry, size, and regional standards.
- Review utilization reports and analyze factors driving Client's plan costs and provide claims and financial reports detailing paid claims (and reimbursements if applicable) and enrollment summaries. USI will review these reports with Client routinely and will identify and discuss trends, potential problems and solutions.
- Provide cost projections, cost sharing models and Funding Analysis (review funding methodology with emphasis on employer costs and the tier structure of the contribution).
- Marketing Client's plan administration and lines of coverage as necessary. This includes preparing bid specifications and soliciting proposals from specialized insurance markets, evaluating bids and bidders, including administration, claim payment procedures, customer service, network and financial strength and cost comparison of the various bidders.

- With respect to the renewal process of Client's employee medical program, USI will conduct an annual review during the renewal process to support negotiations with current vendors/carriers, as per Client's request.
- Evaluate and assist in the management of voluntary benefit products offered to your employees.
- Provide access to compliance services, monthly newsletters, virtual events, Cyberwave, wellness program templates.
- Assist Client in the implementation of the benefit program, perform contract and Summary Plan Description review for purposes of determining conformity to the agreed upon plan provisions and costs.
- Assist Client in connection with issues relating to interpretation of insurance policies/contracts.
- Advise Client with respect to available technology platforms to support delivery and administration of its employee benefit plans.

3. COMPENSATION

Fee Only

USI will be compensated for the services through payment of an annual fee ("Fee") by client to USI as outlined in this Agreement. The annual fee is \$66,950 payable and to be invoiced monthly, with each payment due on the 1st of the month.

Carrier-Paid Fee

In addition to the Fee set forth above, USI will be compensated for the services outlined in this Agreement through the payment of a fee ("Carrier Fee") which shall be collected from Client by its insurance carrier, The Lincoln National Life Insurance Company ("Lincoln") and forwarded by Lincoln to USI. This Carrier Fee will be 3% of premium charged to the Client on the lines of coverage provided by Lincoln as set forth above. The Carrier Fee shall be payable and to be invoiced by Lincoln monthly. The Parties agree that USI shall apply the Carrier Fees it receives to pay for benefits administration services provided to Client by Benefit Focus. Any portion of the Carrier Fee remaining after the payment for Benefit Focus' services shall be retained by USI.

Contingent, supplemental, or bonus commissions

Some of the insurance companies USI represents may pay it additional incentive commissions, sometimes referred to as contingent, supplemental, or bonus commissions, which may be based on the total volume of business we sell for them, and/or the growth rate of that business, retention rate, claims loss ratio, or other factors considering our entire book of business with an insurance company for a designated period of time. Such additional commissions would be in addition to any other compensation USI may receive. At your request, USI will provide you with a detailed statement regarding our compensation on your account and how the compensation is calculated.

Miscellaneous sources of compensation

In addition to the foregoing, USI may also receive income from the following sources:

- Interest earned on premiums received from you and forwarded to the insurance company through USI's bank accounts
- Payments from insurance companies to defray the cost of services provided for them, including advertising, training, certain employee compensation, and other expenses.
- Vendors and / or service providers

In the event there is a significant change in Client operations which affects the nature and scope of its insurance requirements, the parties agree to renegotiate USI's compensation as appropriate.

Insurance placement and servicing will be provided to the Client and USI will not receive commissions for that placement and those services.

4. BROKERAGE INTERMEDIARIES

USI may utilize the services of other intermediaries, such as wholesale brokers, excess and surplus lines brokers, reinsurance intermediaries and underwriting managers, to assist in the marketing of your insurance coverages, when in USI's professional judgment those services are necessary. Depending on the circumstances involved, it may be necessary to use an intermediary affiliated with USI. The compensation of such intermediaries is not included in USI's compensation under this Agreement and will be paid by insurers out of paid premiums. The compensation paid to USI's affiliates will be disclosed to you prior to binding any coverages on your behalf.

5. TERM AND TERMINATION

The term of this Agreement shall commence on August 1st, 2018 and shall terminate three (3) years thereafter. The term may be extended by mutual written agreement of the parties. In the event of termination, USI will assist Client in arranging a smooth transition process. However, USI's obligation and the obligation of its affiliates to provide services to Client will cease upon the effective date of termination, unless otherwise agreed in writing.

Notwithstanding the term of this Agreement, either party shall have the right to terminate this Agreement upon 90 days' prior notice to the other. In the event of termination by Client prior to expiration, USI's Annual compensation will be deemed earned according to the following schedule:

- 60% at inception
- 75% after four months
- 100% after seven months

6. ACCURACY OF INFORMATION

USI's ability to provide Client with the services outlined in paragraph 2 above is conditioned upon USI's receipt of accurate and timely information from Client. USI will not independently verify or authenticate information provided by or on behalf of you. You shall be solely responsible for the accuracy and completeness of such information and other documentation furnished to USI.

7. ADDITIONAL SERVICES

Additional services are available for additional compensation and subject to the negotiation of separate agreements or by addendum to this Agreement. Such services include, but are not limited to:

- Member Services Call Center
- Human resources advisory services
- Claims audits
- Actuarial services
- Employee communications
- Interactive online Client services
- Non-benefits insurance brokerage, risk management, and risk financing advice
- Executive benefits

8. BOOKS AND RECORDS

Client is entitled to copies of reports prepared by USI hereunder, contracts between Client and its carriers and administrators to the extent such contracts are in USI's possession and control, and communications between USI and Client's insurance carriers and employee benefits providers to the extent such books and records are maintained by USI with regard to its performance under this Agreement.

IN WITNESS THEREOF, the parties have hereunto set their hands on the date and year first above written for the purposes set forth in this Agreement:

USI Insurance Services National, Inc.

Corbin Wimberly
Signature

Corbin Wimberly
Print Name

Sales Executive
Title

7/26/2018
Date

Beaufort County Government

[Signature]
Signature

Josh Gruber
Print Name

County Administrator
Title

7-25-18
Date

9. MISCELLANEOUS

USI is not named a fiduciary with respect to any plan for which it may provide services. It is not intended by the Client or USI that any services performed by USI under this agreement shall include any fiduciary duties or make USI a fiduciary of any plan maintained by the Client.

In order to provide the services identified herein, it may be necessary for USI to receive from Client, or from a party on your behalf, information of a personal nature that may be protected by various federal and state privacy or other laws. USI advises that Client consult with its legal counsel as to how these laws impact you and your employees, Client's plan, and our contemplated engagement. It is understood that Client, or a party on your behalf, have the right and authority to disclose an individual's protected health information to USI for USI's use in performing its services for you and your employees. It is further understood that USI's use of this information to perform services for you and your employees does not violate any privacy notice issued by us or a benefit program you maintain, or any applicable law.

Moreover, since USI is not engaged in the practice of law and the services provided hereunder are not intended as a substitute for legal advice, USI recommends that Client secure the advice of competent legal counsel with respect to any legal matters related to any plan subject to this agreement.

10. ENTIRE AGREEMENT

This Agreement contains the entire understanding of the parties with respect to the subject matter contained herein, superseding all prior agreements, understandings, and negotiations with respect to such matters. This Agreement may be modified or otherwise amended and the observance of any term of this Agreement may be waived only if such modification, amendment, or waiver is in writing and signed by the party to be charged with same. This Agreement shall be binding upon and inure to the benefit of the parties' respective successors. Neither party shall have any liability for any failure or delay in performance of its obligations under this Agreement because of circumstances beyond its reasonable control, including, without limitation, acts of God, fires, floods, earthquakes, acts of war or terrorism, civil disturbances, sabotage, accidents, unusually severe weather, governmental actions, power failures, computer/network viruses that are not preventable through generally available retail products, catastrophic hardware failures, or attacks on its server. The parties further agree that neither party shall have any liability for indirect, special, punitive, consequential, or incidental damages, including, without limitation, loss of profits.

11. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of South Carolina.

12. SELECTION OF ISSUING INSURANCE COMPANY

USI has no ownership interest in and is not under common control with the insurance company that is issuing the lines of insurance coverage described in this Agreement.

\$ 31,248
\$ 32,700

\$ 63,948

Gregory, Suzanne

Subject: FW: Voicemail Follow-Up

23

From: Jamie Blundell <jamie@andrewstechnology.net>
Sent: Tuesday, May 21, 2019 1:21 PM
To: Beere, Melissa <mbeere@bcgov.net>
Cc: Perry Maxwell <perry@andrewstechnology.net>
Subject: RE: Voicemail Follow-Up

Hi Melissa,

Per our conversation, based on our long standing relationship with Beaufort County we have agreed to delay the start of the price increase to 7/1/20. The renewal invoice will still go out next March as it normally would... but the rate for March-June of next year will be at the current rate... the increase then will take into effect for months July 2020 through February 2021.

Have a great day!

Jamie Blundell
Vice President of Sales
Andrews Technology HMS, Inc.
(516) 592-0885 (Direct)
(516) 674-8119 (Fax)
www.andrewstechnology.com



From: Beere, Melissa <mbeere@bcgov.net>
Sent: Tuesday, May 21, 2019 9:45 AM
To: jamie@andrewstechnology.net
Subject: RE: Voicemail Follow-Up

Jamie,
I did receive your response. However, we are on a Fiscal Calendar (July 1, 2019 to June 30, 2020). Since our current contract will end in March we need to know about the March through June time period. Can you assist as to whether or not there will be an increase for those four months? Thank you for your assistance regarding this matter,
Melissa

Andrews Technology HMS, Inc
 Suite #126
 1213 Culbreth Dr.
 Wilmington, NC 28405



Invoice

Date	Invoice #
9/27/2018	BEAU115

Bill To
Beaufort County Suzanne Gregory 102 Industrial Village Rd. Beaufort County, SC 29906

Ship To
Beaufort County Suzanne Gregory 102 Industrial Village Rd. Beaufort County, SC 29901

Description	Qty	Rate	Amount	P.O. No.	Terms																																																
				00																																																	
NOVAtime Time & Attendance System																																																					
Annual Maintenance 12 Months - Software	1	13,417.00	13,417.00T																																																		
Annual Maintenance 12 Months - Hardware	1	17,831.00	17,831.00T																																																		
December 31, 2018 - December 30, 2019																																																					
<div data-bbox="263 1092 682 1480" data-label="Form"> <table border="1"> <tr> <td>Prepared by</td> <td><u>EB</u></td> <td>Date</td> <td><u>9/27/18</u></td> </tr> <tr> <td>Purchase order #</td> <td><u>20190071</u></td> <td>UQ:</td> <td><u>Y N</u></td> </tr> <tr> <td>Description:</td> <td colspan="3"><u>Annual Fee (Andrews)</u></td> </tr> <tr> <td>Gl coding:</td> <td colspan="3">Amount(s):</td> </tr> <tr> <td>1</td> <td><u>1000160-51160</u></td> <td>1</td> <td><u>31,248.00</u></td> </tr> <tr> <td>2</td> <td></td> <td>2</td> <td></td> </tr> <tr> <td>3</td> <td></td> <td>3</td> <td></td> </tr> <tr> <td>4</td> <td><u>6</u></td> <td>4</td> <td></td> </tr> <tr> <td>5</td> <td></td> <td>5</td> <td></td> </tr> <tr> <td>6</td> <td></td> <td>6</td> <td></td> </tr> <tr> <td colspan="2">TOTAL</td> <td></td> <td><u>31,248.00</u></td> </tr> <tr> <td colspan="2"></td> <td></td> <td><u>11:30:48</u></td> </tr> </table> </div>				Prepared by	<u>EB</u>	Date	<u>9/27/18</u>	Purchase order #	<u>20190071</u>	UQ:	<u>Y N</u>	Description:	<u>Annual Fee (Andrews)</u>			Gl coding:	Amount(s):			1	<u>1000160-51160</u>	1	<u>31,248.00</u>	2		2		3		3		4	<u>6</u>	4		5		5		6		6		TOTAL			<u>31,248.00</u>				<u>11:30:48</u>		
Prepared by	<u>EB</u>	Date	<u>9/27/18</u>																																																		
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			<u>11:30:48</u>																																																		
<div data-bbox="812 1323 1218 1438" data-label="Text"> <p>Inv# BEAU115 \$ 31,248.00 ANDREWS TECHNOLOGY HMS, INC. 09/27/2018 * Pages 1 PO# 20190071 FP1 D0C549S71</p> </div>																																																					

RECEIVED
 BEAUFORT COUNTY FINANCE
 2018 NOV 30 P 4:40

Phone #	Fax #	E-Mail	Sales Tax (0.0%)	\$0.00
(888) 357-7299 Ext 4	(888) 445-6035	perry@andrewstechnology.net	Payments/Credits	\$0.00
			Balance Due	\$31,248.00

RECEIVED

Andrews Technology HMS, Inc
 Suite #126
 1213 Culbreth Dr.
 Wilmington, NC 28405

FEB 11 2019

Invoice

Date	Invoice #
2/6/2019	BEAU116

BEAUFORT COUNTY
 EMPLOYEE SERVICES

Bill To
Beaufort County Suzanne Gregory 102 Industrial Village Rd. Beaufort County, SC 29906

Ship To
Beaufort County Suzanne Gregory 102 Industrial Village Rd. Beaufort County, SC 29901

Description	Qty	Rate	Amount	P.O. No.	Terms																																				
					Due on receipt																																				
NOVAtime Time & Attendance System Usage																																									
Annual Charge: Employees (1500/month @ \$1.55 per employee for 12 months)	12	2,325.00	27,900.00T																																						
Annual Charge: Phone Entry Module (50/month @ \$1.00 per month)	12	50.00	600.00T																																						
Annual Charge: Supervisors (50 additional/month @ \$5.00 per supervisor for 12 months)	12	250.00	3,000.00T																																						
Annual Charge: Phone Line (\$100 per month) 1248	12	100.00	1,200.00T																																						
<table border="1"> <tr> <td>March 1st 2019 to February 28, 2020</td> <td>Date</td> <td>2/12/19</td> </tr> <tr> <td>Purchase order #</td> <td>20190071</td> <td>UOY N</td> </tr> <tr> <td>Description:</td> <td colspan="2">Andrews Technology</td> </tr> <tr> <td>GL coding:</td> <td>Annual fee</td> <td>Amount(s):</td> </tr> <tr> <td>1</td> <td>10001160-51160</td> <td>32,700.00</td> </tr> <tr> <td>2</td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> </tr> <tr> <td>5</td> <td></td> <td></td> </tr> <tr> <td>6</td> <td></td> <td></td> </tr> <tr> <td colspan="2">TOTAL</td> <td>\$32,700.00</td> </tr> <tr> <td colspan="2">Date</td> <td>2/12/19</td> </tr> </table>				March 1st 2019 to February 28, 2020	Date	2/12/19	Purchase order #	20190071	UOY N	Description:	Andrews Technology		GL coding:	Annual fee	Amount(s):	1	10001160-51160	32,700.00	2			3			4			5			6			TOTAL		\$32,700.00	Date		2/12/19		
March 1st 2019 to February 28, 2020	Date	2/12/19																																							
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TOTAL		\$32,700.00																																							
Date		2/12/19																																							
 <p>Inv# BEAU116 ANDREWS TECHNOLOGY HMS, INC. \$ 32,700.00 02/06/2019 # Pages 1 FP1 D0C612S129 PO# 20190071</p>																																									
				2019 FEB 15 P 3:17	RECEIVED BEAUFORT COUNTY FINANCE																																				

Account Total, including this invoice		\$32,700.00	Sales Tax (0.0%)	\$0.00
Phone #	Fax #	E-Mail	Payments/Credits	\$0.00
(888) 357-7299 Ext 4	(888) 445-6035	perry@andrewstechnology.net	Balance Due	\$32,700.00

24

O'Shields, Brenda

From: Haley, Christopher R. <chaley@sccourts.org>
Sent: Tuesday, April 30, 2019 2:55 PM
To: O'Shields, Brenda
Cc: Roseneau, Jerri; Perez, Ieshia
Subject: RE: CMS SCJD FY20
Attachments: Christopher R Haley.vcf

Hello Ms. O'Shields,

I appreciate you reaching out to me in regards to the contract services that SCJB provides Beaufort County. The contract for Hosted Services and Application Support is unchanged and will remain the same for the FY20 year. If you have any other questions, please feel free to contact me or my Executive Administrator, Mrs. Ieshia Perez. Thank you!

Best regards,

Chris

Christopher R. Haley
Director of Information Technology
South Carolina Judicial Branch

1220 Senate Street, Suite 108
Columbia, SC 29201
(803) 734-0617 Work
(803) 312-4922 Mobile
chaley@sccourts.org

From: O'Shields, Brenda [mailto:boshields@bcgov.net]
Sent: Tuesday, April 30, 2019 1:28 PM
To: Haley, Christopher R. <chaley@sccourts.org>
Cc: Roseneau, Jerri A. <jroseneau@bcgov.net>
Subject: CMS SCJD FY20

***** EXTERNAL EMAIL:** This email originated from outside the organization. Please exercise caution before clicking any links or opening attachments. ***

Good afternoon Mr. Haley: Jerri Roseneau, our Beaufort County Clerk of Court, will soon meet with our Purchasing Department regarding contract renewals for FY20.

Please advise as to whether our CMS contract will remain the same or whether there are modifications.

Brenda S. O'Shields

Office of Beaufort County Clerk of Court
Post Office Drawer 1128
Beaufort, SC 29901
Desk: 843-255-5052
Fax: 843-255-9412
boshields@bcgov.net

<http://bcgov.net/clerk-of-court>

~~~ CONFIDENTIALITY NOTICE ~~~ This message is intended only for the addressee and may contain information that is confidential. If you are not the intended recipient, do not read, copy, retain, or disseminate this message or any attachment. If you have received this message in error, please contact the sender immediately and delete all copies of the message and any attachments.





COUNTY COUNCIL OF BEAUFORT COUNTY  
**PURCHASING DEPARTMENT**  
102 Industrial Village Road, Bldg 3—Post Office Drawer 1228  
Beaufort, South Carolina 29901-1228

TO: Councilman Stewart H. Rodman, Chairman, Finance Committee  
FROM: Dave Thomas, CPPO, Purchasing Director *DT*  
SUBJ: **Statewide Court Case Management System (CMS) Software Support and Hosting Services**  
DATE: December 2, 2013

**BACKGROUND:** The Purchasing Department received a request from Beaufort County's Clerk of Court and Magistrate Court to renew the annual contract for the CMS software used by these courts. CMS is an application that is developed, maintained, trained and supported by the South Carolina Judicial Department (SCJD) to serve the operational needs of the Summary and Circuit Courts of South Carolina. The current term of this contract began July 1, 2013 and ends June 30, 2014 for a total cost of \$60,000.

**VENDOR INFORMATION:**

South Carolina Judicial Department:

**COST**

\$60,000

**FUNDING:** 10001030-51110, Clerk of Court, Maintenance Contracts  
10001081-51110, Magistrate – Beaufort, Maintenance Contracts  
10001082-51110, Magistrate – Bluffton, Maintenance Contracts  
10001085-51110, Magistrate – Bond Court, Maintenance Contracts

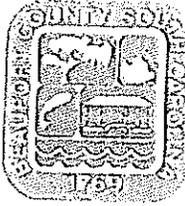
**FY 2013 COST:** \$30,000

**FOR ACTION:** Finance Committee meeting occurring December 2, 2013

**RECOMMENDATION:** The Purchasing Department recommends that the Finance Committee approve and recommend to County Council the renewal of the CMS contract with the above referenced vendor for a total cost of \$60,000.

CC: Gary Kubic, County Administrator  
Bryan Hill, Deputy Administrator  
Alicia Holland, Chief Financial Officer  
Jerri Roseneau, Clerk of Court  
Lawrence P. McElynn, Chief Magistrate  
Dan Morgan, MIS Director

Att: South Carolina Judicial Department Invoice  
Software Support and Hosting Services MOU



COUNTY COUNCIL OF BEAUFORT COUNTY  
PURCHASING DEPARTMENT  
102 Industrial Village Road, Bldg 3—Post Office Drawer 1228  
Beaufort, South Carolina 29901-1228

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**COST**

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Bryan Hill, Deputy Administrator  
Alicia Hollard, Chief Financial Officer  
Jeri Roseneau, Clerk of Court  
Lawrence P. McElynn, Chief Magistrate  
Dan Morgan, MIS Director

Att: South Carolina Judicial Department Invoice  
Software Support and Hosting Services MOU



South Carolina Judicial Department  
Office of Finance and Personnel

1015 Sumter Street, Suite 161  
Columbia, South Carolina 29201  
Phone 803.734.1970 Fax 803.734.1963

INVOICE #2013 07  
DATE: SEPTEMBER 10, 2013

TO:  
Dan Morgan  
Beaufort County MIS Director  
PO Drawer 1228  
Beaufort, South Carolina 29901

FOR:  
Court Case Management System (CMS) Support  
July 2013 - June 2014

| DESCRIPTION                                                                          | AMOUNT   |
|--------------------------------------------------------------------------------------|----------|
| Court CMS Support for Beaufort County for the period of July 1, 2013 - June 30, 2014 | \$60,000 |
| TOTAL                                                                                | \$60,000 |

Make all checks payable to **South Carolina Judicial Department**  
Payment is due within 30 days.

If you have any questions concerning this invoice, contact Deborah Tilley, 803.734.1970, [dtalley@sccourts.org](mailto:dtalley@sccourts.org)

County Invoice

SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

Statewide  
Court Case Management System  
(CMS)

Software Support and Hosting Services  
Memorandum of Understanding  
for Counties Hosted by SCJD

BEAUFORT COUNTY

June 30, 2011

This document identifies the responsibilities of Beaufort County and the South Carolina Judicial Department for ongoing support and hosting services for the Statewide Court Case Management System (CMS).

# SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

## INTRODUCTION

The South Carolina Judicial Department (SCJD) is hosting the statewide Court Case Management System for the counties of South Carolina in accordance with this document. Each county decides whether or not to have SCJD host, operate, and support this application for them on an individual basis. If a county decides to have SCJD host them, then this document serves as the description of the responsibilities of both the county and SCJD.

The statewide Court Case Management System is an application that is developed, maintained, trained and supported by the South Carolina Judicial Department (SCJD) to serve the operational needs of the Summary and Circuit Courts of South Carolina. SCJD has an in-house Court CMS application and support staff that work full-time on the Court CMS.

This document identifies the responsibilities for ongoing support and hosting services for the Court CMS by SCJD for the counties. Specifically, this document identifies the following:

- I. Period of Memorandum of Understanding (MOU)
- II. County Responsibilities
- III. SCJD Responsibilities
- IV. Ownership of Data
- V. Support Procedures
- VI. Performance Measures
- VII. Costs to the County
- VIII. Signatures

# SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

## Memorandum of Understanding (MOU)

This Memorandum of Understanding, is entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between BEAUFORT COUNTY, hereinafter referred to as the *COUNTY*,

AND

SOUTH CAROLINA JUDICIAL DEPARTMENT hereinafter referred to as the *SCJD*.

SCJD is providing the County with the statewide Court Case Management System, hereinafter referred to as *Court CMS*.

### I. PERIOD OF MEMORANDUM OF UNDERSTANDING (MOU)

This MOU shall be in effect during the time the County utilizes the Court CMS hosting by SCJD.

### II. COUNTY RESPONSIBILITIES

- A. The County must keep all court computers, scanners, and printers in good working condition.
- B. The County must keep all computers up-to-date with critical security (including virus and spyware) and operating system patches and updates.
- C. The County must keep all court computers up-to-date with the minimum hardware, operating system, and Microsoft Office versions as identified as minimum system requirements for the court as documented in the *SCJD Hardware, Software, and Networking Guidelines*.
- D. The County must maintain reliable county email such that all court users in the County have a valid and working email address.
- E. The County must maintain a reliable, high-speed internet connection of adequate bandwidth as mutually agreed to by the County and SCJD.
- F. The County must maintain local area network wiring and/or wireless connections within the judicial facilities in good working condition for use and access by the court users.
- G. The County must provide written notice of staff changes to SCJD within five (5) working days so credentials can be created, updated, or scheduled for deletion as appropriate. In cases of emergency departure of staff, the county should provide written notice to SCJD within 24 hours of the change.
- H. The County must follow the procedures identified in the Support Procedures section of this document when requesting support from SCJD.

## SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

1. The County is responsible for enforcing an Acceptable Use Policy (AUP) for all county CMS users.
2. The County shall support and assist SCJD in identifying and clarifying problems encountered by the County and shall make available source documents or data files as may be necessary to isolate or replicate a problem condition.

### III. SCJD RESPONSIBILITIES

- A. For the hosting of the Court CMS, SCJD will follow industry best practices and standards for the operation and support of this system. SCJD will employ the same rigor and standards to the hosting of the Court CMS for the counties as it does for its own internal systems for the Supreme Court, Court of Appeals, Office of the Chief Justice, and Court Administration. For the hosting of the Court CMS, SCJD has the following responsibilities pertaining to the production environment:
  1. SCJD will maintain the Court CMS operational on dedicated servers within the SCJD data center.
  2. SCJD will utilize a Citrix hosting platform that enables the users to access the Court CMS through an Internet Explorer browser.
  3. SCJD will keep the Court CMS production servers current with all security and operating system patches.
  4. SCJD will keep the licensing of the required commercial-off-the-shelf (COTS) software current (i.e., SQL Server, Citrix, Microsoft operating systems, etc.) on the Court CMS production servers.
  5. SCJD will keep the hardware components of the Court CMS production servers operational and in good working condition.
  6. SCJD will configure the Court CMS production environment such that each hosted county has its data maintained separately from other hosted county's data. Note that the County maintains ownership of its own data. If the County chooses to use the imaging functionality of the Court CMS, the County will be allocated a minimum of 10 GB of online disk space for the storage of court images. The use of disk storage will be actively monitored and managed to maintain acceptable response and performance times. If the County uses significantly more than 10 GB for the storage of images, SCJD reserves the right to review with the County additional and/or supplementary options with performance and costs being the primary factors of consideration.
  7. SCJD will operate the current release of the Court CMS in the hosted production environment. Note that upon distribution of a new release of the Court CMS, the hosted production environment will be operating one (1) release back until production testing is successfully completed on the new release of the Court CMS.

## SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

8. SCJD will perform data and system backups in accordance with the SCJD System and Data Backup Schedule:
  - a) Incremental system and data backups are conducted nightly.
  - b) Complete system and data backups are conducted weekly.
  - c) Backup media are stored and maintained in accordance with the SCJD System and Data Backup Schedule.
9. SCJD will follow the procedures as defined in the SCJD Disaster Recovery Plan (in process) in the event that data needs to be restored.
10. SCJD will provide Court CMS production environment security in accordance with the SCJD Technology Security Policy (in process).
11. SCJD will provide system administration to the Court CMS production environment by SCJD authorized system administrators only.
12. SCJD will perform general system maintenance after normal business hours. Counties will be provided with at least one (1) week of notice of general system maintenance.
13. SCJD will perform emergency system maintenance when issues are severely impacting system integrity and/or performance. In these situations, SCJD will address the issues in the production environment utilizing every available means to rectify the problem. In some severe cases, the production environment servers may be shut down immediately. When emergency system maintenance is needed and/or taking place, notification will be sent to the county Court CMS users with an estimated time when service will resume. Note that SCJD reserves the right to restrict or stop all system operations in the event of any major system issues that may cause loss of operational integrity, unauthorized data movement or loss and/or potential corruption across the system.
14. SCJD will install, configure, and put into the production environment, new releases, patches, upgrades, and versions to the Court CMS after it has been issued to the counties for production and it has been tested and validated for production by the CMS support team on behalf of the hosted counties.

## SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

- B. SCJD has the following responsibilities for the software support, maintenance, and enhancements of the Court CMS.
1. Application software support services for the current version of the Court CMS and one (1) version back from the current version of the Court CMS.
  2. Application software support services through the SCJD Call Center for the Court CMS during normal working hours of Monday through Friday, 8:30 am – 5:00 pm. Services include technical assistance in troubleshooting and resolving problems/questions associated with the Court CMS.
  3. Application software support services are available through the SCJD paging notification system after hours, during holidays, and weekends.
  4. Court CMS enhancements developed by the SCJD shall be made available to the County as an update to the current version.
  5. New releases of the Court CMS are made available periodically for the County, which include major and significant technical updates and functional improvements.
  6. Testing of new releases, patches, upgrades, and versions of the Court CMS on behalf of the County to validate its readiness for the production environment.
  7. Table configuration changes, e.g., the addition of officers or new users, will be performed by the authorized SCJD system administrator support person.
  8. Updates to the Court CMS which are required as a result of changes to the laws, regulations, legislation, administrative directives, or rules of the State of South Carolina or the uniform rules of South Carolina Courts.
  9. If system issues arise that require modifications of the application or non-development data that are not a result or caused by the operations of the SCJD production environment, the procedures defined for modifications to the Court CMS as documented in the SCJD Court CMS Application Modification Procedures will be followed.

#### IV. OWNERSHIP OF DATA

Data collected is the property of the County and no use shall be made thereof without the written permission of the County.

## SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

### V. SUPPORT PROCEDURES

The SCJD Call Center is the means of communication between the County and the SCJD regarding Court CMS issues.

- A. During normal working hours of Monday through Friday, 8:30 am through 5:00 pm, SCJD will provide support through the SCJD Call Center utilizing the standard Court CMS support procedures:
  1. The County will designate a person in each court agency, i.e., Clerk of Court's office and Magistrate Court's office, as the first level of support (Tier I support).
  2. End users will contact the designated Tier I person in their court agency when Court CMS questions or issues arise.
  3. If the problem cannot be resolved by the Tier I support person, that person will log a support ticket in the SCJD call tracking system. The call tracking system is monitored by the SCJD support team at the SCJD Call Center. The SCJD support team will communicate with the Tier I support person to answer the question or resolve the issue.
  4. Requests for table configuration changes, e.g., the addition of officers or new users, will be submitted through the SCJD call tracking system.
- B. After hours, during holidays, and weekends, end users may access the SCJD paging notification system by calling 803-734-1200 to request technical assistance for emergency issues.

### VI. PERFORMANCE MEASURES

Three primary performance measures will be monitored, reported, and reviewed by SCJD with each hosted county on a periodic basis.

- A. Court CMS system uptime of the hosting operations production servers will average 99% on an annual basis.
- B. SCJD will acknowledge support calls during normal business hours within 20 minutes. Note that SCJD will make best effort to readily resolve the issue; however, depending upon the magnitude, scope, difficulty of troubleshooting, and criticality of the issue, resolution may take longer than 20 minutes.
- C. SCJD will acknowledge support calls during holidays, weekends, and after hours within 30 minutes. Note that SCJD will make best effort to readily resolve the issue; however, depending upon the magnitude, scope, difficulty of troubleshooting, and criticality of the issue, resolution may take longer than 30 minutes.

SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

VII. COSTS TO THE COUNTY

A. Hosting Operations

The County will pay a hosting cost of \$30,000.00 to SCJD on an annual basis beginning on July 1, 2013.

B. Application Support

The County will continue to pay an application support cost of \$25,000.00 to SCJD until July 1, 2012. This amount was calculated based on 2000 Census population data. The application support cost will increase to \$30,000.00 on an annual basis beginning on July 1, 2012, due to the increase in County population in the 2010 census data.

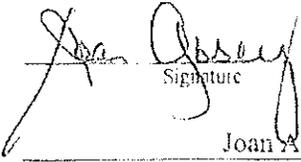
| <u>Effective Date</u> | <u>County Costs</u> | <u>Description of Costs</u>           |
|-----------------------|---------------------|---------------------------------------|
| July 1, 2011          | \$25,000.00         | Application Support (2000 Census)     |
| July 1, 2012          | \$30,000.00         | Application Support (2010 Census)     |
| July 1, 2013          | \$60,000.00         | Application Support and Hosting Costs |

SOUTH CAROLINA JUDICIAL DEPARTMENT (SCJD)

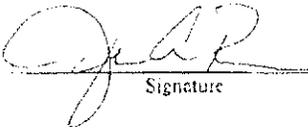
VIII. SIGNATURES

SOUTH CAROLINA JUDICIAL DEPARTMENT

BEAUFORT COUNTY

  
Signature  
June 30, 2011  
Date  
Joan Assey  
Name (Please Print.)  
Director of Information Technology  
Title

  
Signature  
7/6/11  
Date  
Gary Kubic  
Name (Please Print.)  
County Administrator  
Title

  
Signature  
7-6-11  
Date  
Jerri Ann Roseneau  
Name (Please Print.)  
Clerk of Court  
Title

  
Signature  
7-6-11  
Date  
Darlene Rogers Smith  
Name (Please Print.)  
Chief Magistrate  
Title

  
Signature  
7-6-11  
Date  
Dan Morgan  
Name (Please Print.)  
Information Technology Director  
Title

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**Fiscal Year 2020 NewVision Maintenance**

| QTY                                                                                             | SOFTWARE MAINTENANCE SUPPLIED TO<br>BEAUFORT COUNTY                                                                                                                                                                                                              | RENEWAL<br>PRICE<br>(7/1/2019<br>TO<br>6/30/2020) |
|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| <b>OFFICIAL RECORDS SYSTEM SOFTWARE<br/>(RECORDSNG)</b>                                         |                                                                                                                                                                                                                                                                  |                                                   |
| 1                                                                                               | NEWVISION RECORDSNG SYSTEM FOR<br>PROCESSING UP TO 100,000 OFFICIAL<br>RECORDS PER YEAR INSTALLED AS PART<br>OF AN EXTENDED MAINTENANCE<br>AGREEMENT. RECORDSNG MAINTENANCE<br>PRICE INCLUDES UNLIMITED NUMBER OF<br>WORKSTATIONS AND FEATURES ITEMIZED<br>ABOVE | \$30,167                                          |
| <b>MAINTENANCE FOR SOFTWARE SUPPLIED<br/>TO BEAUFORT COUNTY NOT INCLUDED<br/>WITH RECORDSNG</b> |                                                                                                                                                                                                                                                                  |                                                   |
| 3                                                                                               | NEWVISION INDEX/VERIFY SOFTWARE -<br>AUDITOR AND ASSESSOR WORKSTATIONS                                                                                                                                                                                           | \$2,301                                           |
| 1                                                                                               | TAX ASSESSOR MODULE (OCCASIONAL USE)<br>PO20110277                                                                                                                                                                                                               | \$184                                             |
| 1                                                                                               | NEWVISION IMAGE WRITER RUNTIME<br>SOFTWARE                                                                                                                                                                                                                       | \$986                                             |
| 17                                                                                              | ORACLE (OR SQL SERVER) RDBMS<br>FURNISHED BY THE COUNTY - NEWVISION<br>DATABASE TABLE MAINTENANCE                                                                                                                                                                | \$6,205                                           |
| 1                                                                                               | NEWVISION PRINT QUEUE MANAGEMENT<br>SOFTWARE                                                                                                                                                                                                                     | \$820                                             |
| 1                                                                                               | PROBLEM DETERMINATION - HW & SW                                                                                                                                                                                                                                  | \$4,863                                           |
| 1                                                                                               | BACKFILE DATA ENTRY PROGRAM                                                                                                                                                                                                                                      | \$3,096                                           |
| 1                                                                                               | ELECTRONIC RECORDING                                                                                                                                                                                                                                             | \$2,406                                           |
| 1                                                                                               | BROWSEVIEW ON-LINE SEARCH                                                                                                                                                                                                                                        | \$1,020                                           |
| <b>TOTAL SW MAINTENANCE FOR INSTALLED<br/>SYSTEM</b>                                            |                                                                                                                                                                                                                                                                  | <b>\$52,048</b>                                   |

**County Departments**  
**Committee/Council meeting**  
**Treasurer's office**

**BEAUFORT COUNTY FINANCE  
FISCAL YEAR END CLOSING SCHEDULE  
FOR THE PERIOD ENDED JUNE 30, 2019**

| <b>DATE DUE</b>    | <b>EVENT</b>                                                                                                                 | <b>RESPONSIBLE PERSONNEL</b>                | <b>DATE COMPLETED</b> |
|--------------------|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------------------|
| Monday, June 3     | Finance Committee - CAFR Proposed Timeline/Schedule                                                                          | ALICIA                                      |                       |
| Friday, June 21    | Deadline to submit Fiscal Year 2019 purchase requisitions                                                                    | PURCHASING/DAVE                             |                       |
| Friday, July 5     | Deadline for departmental review, allocation and approval of Pcard transactions charged as of June 30                        | FINANCE/LORI                                |                       |
| Wednesday, July 17 | Inventory - Lady's Island Airport year end adjustments posted                                                                | AIRPORT PERSONNEL & FINANCE/MIKE            |                       |
| Wednesday, July 17 | Inventory - Stormwater Utility year end adjustments posted                                                                   | STORMWATER UTILITY PERSONNEL & FINANCE/LORI |                       |
| Week of July 22-26 | Meeting with Mauldin & Jenkins to share CAFR preparation information                                                         | FINANCE/ALICIA                              |                       |
| Friday, July 26    | Deadline for departments to submit invoices to Accounts Payable for services, goods, etc. provided by June 30                | COUNTY DEPARTMENTS                          |                       |
| Wednesday, July 31 | Deadline for all Fiscal Year 2019 AP invoices to be posted<br>Deadline for all Fiscal Year 2019 Purchase Orders to be closed | FINANCE, AP & PURCHASING, DAVE              |                       |
| Wednesday, July 31 | Prepaid Expenses to be recorded/posted                                                                                       | FINANCE/ALICIA                              |                       |
| Wednesday, July 31 | Group Health, Dental & Workers Comp allocations                                                                              | FINANCE/ALICIA                              |                       |
| Wednesday, July 31 | Accrued Compensated Absences - reports and rollforward                                                                       | FINANCE/ALICIA                              |                       |
| Friday, August 2   | Fiscal Year 2020 Budget posted in Munis                                                                                      | FINANCE/ALICIA                              |                       |
| Monday, August 5   | Finance Committee - CAFR Timeline Update                                                                                     | ALICIA                                      |                       |
| Friday, August 9   | Fiscal Year 2019 Capital Assets activity posted in Munis (additions, transfers, disposals/deletions)                         | FINANCE/CHANEL                              |                       |
| Friday, August 16  | Fiscal Year 2019 Capital Asset Rollforward Schedule preparation                                                              | FINANCE/CHANEL                              |                       |
| Friday, August 16  | Enter and post all FY 2019 Treasurer's office banking activity in Munis.                                                     | TREASURER'S OFFICE                          |                       |
| Friday, August 23  | Fiscal Year Capital Asset Rollforward review completion and depreciation expense run                                         | FINANCE/ALICIA                              |                       |

**BEAUFORT COUNTY FINANCE  
FISCAL YEAR END CLOSING SCHEDULE  
FOR THE PERIOD ENDED JUNE 30, 2019**

| <b>DATE DUE</b>                                  | <b>EVENT</b>                                                                                                                                 | <b>RESPONSIBLE PERSONNEL</b>       | <b>DATE COMPLETED</b> |
|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------|
| Friday, August 30                                | County Cash and Investment Accounts - bank statement reconciliations and review                                                              | FINANCE STAFF                      |                       |
| Friday, August 30                                | Fiscal Year 2019 revenue to be accrued/invoiced in Munis                                                                                     | FINANCE,<br>ALICIA/MIKE/JANET      |                       |
| Friday, August 30                                | Purchasing to provide excel file of Purchase Orders carried over from FY 2019 into FY 2020 - should include GL Accounts                      | PURCHASING/DAVE                    |                       |
| Week of September 2                              | Debt Rollforward                                                                                                                             | FINANCE/ALICIA                     |                       |
| Tuesday, September 3                             | Finance Committee - CAFR Timeline Update                                                                                                     | ALICIA                             |                       |
| Monday, September 9                              | 60 day accrual deadline of property tax revenue (property tax revenues paid/received in July and August)                                     | FINANCE/ALICIA                     |                       |
| Friday, September 13                             | Group Health, Dental & Workers Comp liability accruals based on claim lag reports (BCBS, Companion, MetLife)                                 | FINANCE/ALICIA                     |                       |
| Month of September 2019                          | SEFA Preparation                                                                                                                             | FINANCE/ALICIA                     |                       |
| Week of September 16                             | Pension Liability, deferred inflows/outflows                                                                                                 | FINANCE,<br>ALICIA/MIKE/JANET      |                       |
| During Months of September and October 2019      | Disabilities and Special Needs (DSN) Agreed Upon Procedures (AUP)<br>Passenger Facility Charge (PFC) special audit                           | DSN - BETH CODY<br>PFC - MIKE DUNN |                       |
| <b>Begins:<br/>Thursday, October 3 (5:00 pm)</b> | <b>** FINAL SYSTEM CLOSE **<br/>(Users off GL system, Munis, by 10/3/2019, 5:00 pm)<br/>Munis will NOT be available on Friday, 10/4/2019</b> | <b>ALICIA</b>                      |                       |
| <b>Ends:<br/>Saturday, October 5 (11:59 pm)</b>  |                                                                                                                                              |                                    |                       |
| During October 2019                              | SEFA/Single Audit                                                                                                                            | FINANCE STAFF                      |                       |
| Monday, October 14                               | Final Trial Balances and all supporting documentation provided to External Financial Auditors                                                | FINANCE STAFF                      |                       |
| Monday, November 4                               | Finance Committee - CAFR Timeline Update                                                                                                     | ALICIA                             |                       |
| During Months of October and November 2019       | Audit fieldwork/testing - Finance staff working with auditors to provide all information requested for testing                               | FINANCE STAFF                      |                       |
| Monday, December 9                               | <i>Tentative Date to present FY 2019 CAFR/Audit to Finance Committee/Council</i>                                                             |                                    |                       |